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# STRAFFORD COUNTY 2005 ANNUAL REPORT



of the Commissioners, Treasurer,  
Other County Officers and the  
Strafford County Delegation  
**For the Year Ending  
December 31, 2005**



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## STRAFFORD COUNTY 2005 ANNUAL REPORT

*of the Commissioners, Treasurer,  
Other County Officers  
and the Strafford County Delegation*

BARRINGTON  
DOVER  
DURHAM  
FARMINGTON  
LEE  
MADBURY  
MIDDLETON  
MILTON  
NEW DURHAM  
ROCHESTER  
ROLLINSFORD  
SOMERSWORTH  
STRAFFORD

For the Year Ending  
December 31, 2005



Strafford County  
Department of Corrections/Jail  
New Addition 2005

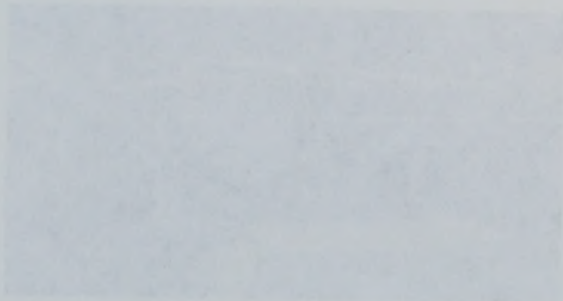
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# STRAFFORD COUNTY 2005 ANNUAL REPORT

## STRAFFORD COUNTY OFFICERS

2005- 2006

### **COMMISSIONERS**

George Maglaras, Chairman\* ..... Dover, N.H.

Paul J. Dumont, Vice Chairman\* ..... Rochester, N.H.

Ronald R. Chagnon, Vice Chairman\* ..... Farmington, N.H.

### **TREASURER**

Pamela J. Arnold\* ..... Milton, N.H.

### **COUNTY ADMINISTRATOR**

Raymond F. Bower ..... Lee, N.H.

### **COUNTY ATTORNEY**

Janice K. Rundles\* ..... Lee, N.H.

### **COUNTY SHERIFF**

Wayne Estes\* ..... Milton, N.H.

### **REGISTER OF DEEDS**

Leo Lessard\* ..... Milton, N.H.

### **REGISTER OF PROBATE**

Kimberly S. Quint\* ..... Dover, N.H.

### **JUDGE OF PROBATE**

Gary R. Cassavechia ..... Rochester, N.H.

### **CLERK OF SUPERIOR COURT**

Julie Howard ..... Newmarket, N.H.

### **NURSING HOME ADMINISTRATOR**

Raymond F. Bower ..... Lee, N.H.

### **CORRECTIONS ADMINISTRATOR**

Warren Dowaliby ..... Dover, N.H.

### **HUMAN SERVICES DIRECTOR**

Cheryl A. Moulton ..... Berwick, M.E.

### **COUNTY PHYSICIANS**

Edwin Charle, M.D. .... Somersworth, N.H.

Patrick Clary, M.D. .... Somersworth, N.H.

Lawrence Sanders, M.D. .... Somersworth, N.H.

*\*Elected Positions*

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## STRAFFORD COUNTY LEGISLATIVE DELEGATION

2005 - 2006

Russ Albert .....	Rochester, N.H.
Roger Berube* .....	Somersworth, N.H.
David Bickford.....	New Durham, N.H.
Jennifer Brown.....	Dover, N.H.
Julie Brown* .....	Rochester, N.H.
Frank Callaghan* .....	Rochester, N.H.
Packy Campbell.....	Farmington, N.H.
Sam Cataldo* .....	Farmington, N.H.
Dunc Chaplin, III.....	Strafford, N.H.
Jacalyn Cilley* .....	Barrington, N.H.
Irene Creteau.....	Rochester, N.H.
Baldwin Domingo.....	Dover, N.H.
Patricia Dunlap .....	Rochester, N.H.
Tim Easson* .....	Farmington, N.H.
Earle Goodwin* .....	Dover, N.H.
Anne Grassie, Clerk* .....	Rochester, N.H.
Richard Heon* .....	Somersworth, N.H.
Dana Hilliard .....	Somersworth, N.H.
Roland P. Hofemann .....	Dover, N.H.
Jeff Hollinger.....	Dover, N.H.
Nancy Johnson.....	Middleton, N.H.
Naida Kaen.....	Lee, N.H.
Sandra Keans* .....	Rochester, N.H.
William Knowles* .....	Dover, N.H.
Joe Miller.....	Durham, N.H.
Cliff Newton .....	Rochester, N.H.
Michael Rollo, Vice Chairman* .....	Rollinsford, N.H.
Emma Rous .....	Durham, N.H.
Peter Schmidt, Chairman* .....	Dover, N.H.
Marjorie Smith .....	Durham, N.H.
Clair Snyder .....	Somersworth, N.H.
Judith Spang.....	Durham, N.H.
Kathleen N. Taylor.....	Dover, N.H.
Katherine Taylor.....	Dover, N.H.
James Twombly.....	Rochester, N.H.
Janet Wall* .....	Madbury, N.H.

\*Denotes Executive Committee Member



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ANNUAL REPORT OF THE STRAFFORD COUNTY COMMISSIONERS

In the year 2005, the long-awaited completion of the Strafford County House of Corrections complex came to fruition. Phase 3 of the original jail renovation has been completed and an occupancy permit has been issued. We are painfully aware that the construction process presented many challenges for all involved. While budget overruns and construction delays were part of the process, we continued to be impressed with the brilliance of the design. Rarely does a project as complicated in design as the House of Corrections project, work so perfectly. As this portion of the project comes to a close, we would like to thank all County staff that dedicated many volunteer hours to the project's success. We would also like to thank past and current Delegation members for their support.

In 2006, we project that inmate boarding revenue will exceed the promises made to the Delegation of equaling the jail bond payment. Management and staff are focused on keeping inmate management the highest priority, while maximizing boarding revenue.

The Community Corrections program operates "hand in hand" with the House of Correction inmate management program. We are pleased to note that we exceeded the 2005 goal of an average of eighty (80) participants in Community Corrections, with program totals reaching 95 to a 100.

As our voluntary Drug Court pilot program continued to show success, we learned that Strafford County received nearly \$450,000 in grant funding to run a fully staffed Drug Court. This will allow for fifty (50) participants in the program. In a related program, Southeastern New Hampshire Services received a \$200,000 grant from the Governor's Commission for Drug and Alcohol Abuse Prevention, targeted toward providing the treatment component for Drug Court participants.

In December of 2005, the County began our long-awaited Video Arraignment program. In December, we began a pilot project in the Dover District Court. We expect with the success of this pilot, we will soon see an expansion of these services to the other courts in Strafford County.

We are pleased to report the final phases of the County renovation projects are underway. The addition to the County Attorney's office, the renovation of the UNH/Strafford County Cooperative Extension space for the Sheriff, and relocation of Extension was substantially completed in 2005. The renovation of the Visiting and Administrative space in the old 1907 jail for Community Corrections was done by June 30, 2005. The Alms House space was ready for inmate occupancy in May 31, 2005.

During the first quarter of 2005, the Commissioners executed a lease agreement with Seacoast Hospice for five (5) acres of land adjacent to the Old Covered Bridge Road, as approved by the 2003/2004 Delegation for a Hospice House. This long-awaited lease signing is an integral part of the County's plan to dedicate a portion of the County Complex to all phases of elder care. Groundbreaking for the Hospice House is expected to occur in May of 2006.

We are also very pleased that Riverside Rest Home (RRH) continues to meet the challenge of caring for higher acuity residents without staff increases. Over the last seven (7) years, RRH has depended on a County subsidy for operations due to a reduction in State Medicaid funding. While this funding is still well below costs, other revenue sources related to RRH's operation have been

## STRAFFORD COUNTY 2005 ANNUAL REPORT

substituted to help offset expenditures. This will ensure that RRH can continue to provide superb care without being a major cost to the County taxpayers.

We continue to appreciate the excellent work done by our Strafford County employees. We are "truly blessed" to have such a dedicated group of individuals in our employ. Their loyalty and dedication help keep costs down and the level of service high.

We look forward to 2006, pledging to continue to meet the challenges dealt to us as we work with all involved in County government

Respectfully submitted,  
BOARD OF COUNTY COMMISSIONERS

*George Maglaras*  
George Maglaras, Chairman

*Paul J. Dumont*  
Paul J. Dumont, Vice Chairman

*Ronald R. Chagnon*  
Ronald R. Chagnon, Clerk



George Maglaras  
Chairman

Paul Dumont  
Vice Chairman

Ron Chagnon  
Clerk

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ANNUAL REPORT OF THE STRAFFORD COUNTY TREASURER

I would like to take this opportunity to extend my personal thanks to everyone that contributes to the operations of the County by serving on a board, a committee, and especially to all the citizens who take time to participate in County government affairs. I thank all the departments for their courtesy and cooperation. I especially wish to thank the Commissioners for their support and insight. We work very closely to ensure that we invest the County's funds safely. Our very favorable bond rating is critical to our receiving such an attractive financing rate in the investment community.

I continue to make a determined effort to visit and network with all the communities in our County and with all the counties in New Hampshire. I have continued to be the Treasurer who is not just in the office, but also out and about in our County.

The County's funds in all accounts continue to be fully protected by collateralized securities held at the Federal Reserve Bank of Boston and by the Federal Deposit Insurance Corporation.

In closing, I wish to reiterate my appreciation to the County Delegation for their support. This cooperative atmosphere allows the best possible service to all the taxpayers of Strafford County.

Respectfully submitted,

*Pamela J. Arnold*

Pamela J. Arnold  
Strafford County Treasurer



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 APPROPRIATIONS

<u>JUSTICE &amp; ADMINISTRATION</u>	<u>2005 APPROPRIATION</u>
Administration .....	305,367.00
County Attorney .....	959,200.00
Domestic Violence Prosecution Unit .....	414,776.00
Register of Deeds .....	562,612.00
Sheriff .....	1,041,953.00
Dispatch .....	345,806.00
Medical Examiner .....	23,000.00
J&A Maintenance .....	360,978.00
Human Services .....	8,173,103.00
Court Jester Café .....	72,729.00
Department of Corrections .....	4,783,488.00
Community Corrections .....	364,369.00
Academy Program .....	62,400.00
HOC Laundry .....	136,844.00
Jail Industries Program Contracts .....	1.00
Jail Industries Program .....	129,040.00
Cooperative Extension .....	184,829.00
Soil Conservation District .....	56,200.00
Debt Accounts .....	2,889,559.00
Insurances-J&A .....	1,700,404.00
Community Action Program, Inc. ....	73,000.00
Avis Goodwin Community Health Center .....	48,484.00
Southeastern N.H. Service Corp. ....	25,000.00
Strafford Nutrition Program (Meals on Wheels) .....	55,000.00
Great Bay Center .....	5,000.00
Child Care Association .....	56,000.00
Seacoast Task Force (A Safe Place) .....	15,000.00
Seacoast Hospice .....	18,576.00
Community Partners .....	15,000.00
Your VNA .....	57,000.00
Dover Adult Learning Center .....	32,500.00
Homemakers of Strafford County .....	80,000.00
County Convention .....	9,000.00
Employee Appreciation .....	3,000.00
Tuition Assistance .....	5,000.00
Drug Court Grant Match .....	50,000.00
Contingency .....	20,000.00
Capital Expense-J&A & Deeds .....	163,693.00
TOTALS - J&A: .....	23,297,911.00



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 APPROPRIATIONS CONTINUED

RIVERSIDE REST HOME	2005 APPROPRIATION
Administration .....	1,014,136.00
Management Information Systems.....	284,083.00
Purchasing.....	91,825.00
Dietary.....	1,538,924.00
Nursing .....	6,439,890.00
Socio-Behavioral Unit.....	1,060,908.00
Resident Services.....	76,072.00
Maintenance.....	883,752.00
Laundry & Sewing.....	361,260.00
Housekeeping.....	647,112.00
Physician & Pharmacy .....	177,100.00
Staff Development .....	131,055.00
Physical Therapy.....	320,316.00
Activities .....	408,602.00
Occupational Therapy.....	36,417.00
Social Services .....	268,711.00
Insurances-RRH .....	2,639,226.00
Capital Expenses-RRH.....	<u>443,155.00</u>
TOTALS - RRH:.....	16,822,544.00
TOTAL EXPENDITURES:.....	40,120,455.00
REVENUES: .....	19,565,311.00
PRIOR YEAR SURPLUS: .....	23,098.00
AMOUNT TO BE RAISED BY TAXATION: .....	20,532,046.00

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ESTIMATED REVENUES

<u>REVENUES</u>	<u>2005 ESTIMATE</u>
RRH .....	12,921,077.00
Registry of Deeds .....	1,700,000.00
Sheriff-Deputy Fees .....	230,000.00
Leased Office Space .....	506,000.00
Leased Land .....	5,122.00
Accounting Service .....	134,723.00
Bailiff Reimbursement.....	151,786.00
Registry of Deeds Equipment Fund .....	70,000.00
Sheriff - Special Details .....	65,000.00
Sheriff - Radio Technician.....	20,000.00
Precision Assembly.....	0.00
Human Service 6% Grant .....	284,048.00
JIP Laundry Contract.....	22,000.00
FMAP Funds .....	0.00
Academy Program.....	62,400.00
Jail Income .....	2,262,025.00
Room & Board-HOC .....	13,500.00
Laundry Reimburse from RRH .....	112,350.00
Jail Industries Commissary .....	30,000.00
Community Corrections Fees .....	45,000.00
Interest Earned.....	166,000.00
Sewer Grant.....	3,126.00
Domestic Violence Project Grant.....	188,154.00
Victim's Assistance Work Release .....	7,000.00
Correctional Industries .....	40,000.00
Employee Cont.-Health - J&A.....	185,000.00
Insurance Refunds .....	7,000.00
Miscellaneous Income .....	60,000.00
Dispatch Fees .....	1,000.00
Meal Income-Court Jester Café.....	73,000.00
Drug Rebate .....	<u>200,000.00</u>
TOTALS: .....	19,565,311.00

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 FINANCIAL REPORT OF STRAFFORD COUNTY GOVERNMENTAL FUNDS BALANCE SHEET

### ASSETS

Cash and Temporary Investments.....	-51,623.00
Accounts Receivable and Revenues .....	800,485.00
Due From Other Governments.....	0.00
Due From Enterprise Funds.....	12,473,249.00
Due From Other Funds.....	0.00
Security Deposit .....	13,750.00
Prepaid Expenses .....	5,037.00
TOTAL ASSETS AND OTHER DEBITS.....	<u>13,240,898.00</u>

### LIABILITIES

Accounts Payable and Accrued Expenses.....	4,157,650.00
Deferred Revenue .....	38,680.00
Due to Other Funds .....	<u>121,306.00</u>
TOTAL LIABILITIES: .....	4,317,636.00

### FUND BALANCES

Reserved .....	9,534.00
Unreserved, reported in:	
General Fund .....	8,913,728.00
Capital Projects Fund .....	<u>0.00</u>
TOTAL FUND BALANCES.....	<u>8,923,262.00</u>
TOTAL LIABILITIES AND FUND BALANCES .....	<u>13,240,898.00</u>

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 FINANCIAL REPORT OF STRAFFORD COUNTY PROPRIETARY FUND BALANCE SHEET

### ASSETS

#### Current Assets:

Cash and Temporary Investments.....	1,500.00
Accounts Receivable and Accrued Revenue.....	1,144,866.00
Due From Other Governments.....	2,648,816.00
Inventories.....	71,654.00
Prepaid Expenses.....	5,197.00
Total Current Assets.....	<u>3,872,033.00</u>

#### Non-Current Assets:

Land.....	207,983.00
Buildings and Improvements .....	6,669,051.00
Equipment and Vehicles.....	2,126,332.00
Less Accumulated Depreciation .....	<u>(6,139,149.00)</u>
Total Non Current Assets.....	<u>2,864,217.00</u>

TOTAL ASSETS.....6,736,250.00

### LIABILITIES

#### Current Liabilities:

Accounts Payable and Accrued Expenses.....	390,687.00
Due to Other Funds .....	12,473,249.00
Bonds Payable, Current Portion.....	<u>223,300.00</u>
Total Current Liabilities.....	<u>13,087,236.00</u>

#### Non-Current Liabilities:

Accrued Compensated Absences.....	544,205.00
Bonds Payable, non-current portion.....	<u>1,284,638.00</u>
Total Non-Current Liabilities .....	<u>1,828,843.00</u>

TOTAL LIABILITIES.....14,916,079.00

#### NET ASSETS

Investment in Capital Assets, Net of Related Debt.....	1,356,279.00
Unrestricted.....	<u>(9,536,108.00)</u>

TOTAL NET ASSETS.....(8,179,829.00)

TOTAL LIABILITIES AND NET ASSETS..... 6,736,250.00



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## STATEMENT OF OUTSTANDING DEBT-Year Ending December 31, 2005

<u>Date of Issue &amp; Maturity</u>	<u>2005 Principal Payment</u>	<u>Balance 12/31/05</u>
2002-2012 Refinance CIP & Sewer Projects	65,000.00	430,000.00
2002-2012 Capital Improvements	140,000.00	712,838.00
2002-2023 Jail Project	1,000,000.00	18,000,000.00
2003-2013 Capital Improvements	205,000.00	1,600,000.00
2006-2025 Criminal Justice Bond	0.00	4,200,000.00
Total Outstanding Debt:	1,410,000.00	24,942,838.00

### 2005 COUNTY TAX APPORTIONMENT

<u>City/Town</u>	<u>Proportion of Tax</u>	<u>Amount of Tax</u>
Barrington .....	7.9925% .....	1,641,020.00
Dover .....	26.5673% .....	5,454,815.00
Durham .....	8.2914% .....	1,702,400.00
Farmington .....	4.3890% .....	901,155.00
Lee .....	4.3940% .....	902,172.00
Madbury .....	1.7851% .....	366,512.00
Middleton .....	1.5565% .....	319,571.00
Milton .....	3.8537% .....	791,253.00
New Durham .....	4.1196% .....	845,831.00
Rochester .....	21.3281% .....	4,379,097.00
Rollinsford .....	2.6571% .....	545,560.00
Somersworth .....	8.7667% .....	1,799,985.00
Strafford .....	4.2990% .....	882,675.00
Totals: .....	100.0000% .....	\$20,532,046.00

### AUDITORS' RECOMMENDATIONS AND FINDINGS Year Ended December 31, 2005

Status of Prior Year's Findings (2004): There were no findings in the year 2004. Current Year's Findings: There are no current year findings.

Ron Beaulieu Company, P.C., Certified Public Accountants  
2005 Strafford County General Purpose Financial Statements as of December 31, 2005, Together with Auditor's Report Including Single Audit Act

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ANNUAL REPORT OF THE STRAFFORD COUNTY ATTORNEY

The Office of the Strafford County Attorney is responsible for overseeing the prosecution of all criminal cases in the County. See RSA 7:6 and 7:34 (the County Attorney serves as the Attorney General's representative in Strafford County, for the purpose of "enforc[ing] the criminal laws of the State"). Thus, the County Attorney represents the interests of the State of New Hampshire in all criminal cases in Strafford County (with the exception of murder cases, over which the Attorney General's office has exclusive jurisdiction). This function involves directing and/or reviewing criminal investigations undertaken by local and State Police; presenting evidence before the Grand Jury; prosecuting misdemeanor cases that are appealed to the Superior Court; researching and responding to motions filed with the Court; attending depositions of witnesses and pretrial motion hearings; preparing witnesses for deposition, hearing, or trial; presenting the State's case at trial; arguing the State's position at the sentencing hearing; and representing the State in various post-conviction proceedings, such as sentence review, motions for new trial, and habeas corpus petitions.

The second responsibility of the County Attorney is to serve as legal counsel for Strafford County. This obligation also has its origin in RSA 7:34. To fulfill this duty, the County Attorney may, upon request of the County Commissioners, represent the County's interest in civil litigation in State and/or Federal Court. Also upon request, the County Attorney will advise County officials on legal matters, and act as a legal resource for the County's legislative delegation, advising its members of the legal implications of proposed legislation.

The County Attorney's office has other duties that are prescribed by statute, including responding to untimely, suspicious, or unattended deaths and ordering that autopsies be performed where appropriate; and initiating proceedings to effectuate the return of fugitives or witnesses to this State or to another State upon its request. In addition, as an elected public official, the County Attorney has a duty to improve the quality of justice and assist in expanding public awareness and understanding of our legal system. The County Attorney meets this responsibility by speaking before civic and public organizations upon request, and by serving on committees and boards devoted to improving the legal system and law enforcement policies and procedures. The County Attorney is also involved in promoting legislation designed to improve the criminal justice system, and/or testifying about legislation that affects law enforcement or victims.

The County Attorney's office has a Victim Assistance Program to help victims and witnesses with the criminal justice process. This program is designed to reduce the confusion and fear that people often experience when they become involved in a criminal case for the first time. The job of the victim/witness assistants is to inform victims about every phase of the criminal prosecution, and to insure that they have input into the disposition of the cases involving them. The Victim Assistance Program in Strafford County is unique in the State in that the director and coordinator of the program are trained in conducting interviews with children who are victims of abuse and with adult victims of sexual assault. To protect such victims from multiple interviews, and to protect the integrity of the investigations, Strafford County has long followed a protocol requiring that such victims be interviewed only once, on videotape, in the County Attorney's office. This protocol has been successful in protecting victims from being "re-victimized" by the court process. It has also been an invaluable tool in screening cases that should not be prosecuted and laying the groundwork for a successful prosecution in cases that are pursued.

## STRAFFORD COUNTY 2005 ANNUAL REPORT

The Strafford County Attorney has a Chief Investigator on staff, whose primary responsibility is to conduct any follow-up investigation required on felony cases. The Chief Investigator assists the office's prosecutors in trial preparation where necessary, including locating witnesses for trial. The Chief Investigator has also conducted investigations in public integrity cases that have been referred to the County by the Attorney General's office, and for local police departments within the County where there is a conflict that prevents the local agency from undertaking the investigation. In addition, the Investigator has conducted internal investigations for the County at the request of the County Commissioners. The Chief Investigator also coordinates and assists in conducting training programs offered by the County Attorney's office to all law enforcement agencies in the County.

The Strafford County Attorney's office is the only County Attorney's office in the State that has countywide vertical prosecution for all felonies. As soon as a felony arrest is made in the County, the case is handled by the County Attorney's office. There are two Assistant County Attorneys available by pager and cell phone at all times to facilitate notification of felony arrests. The on-call attorney is available to consult with police departments on initial charging and bail decisions; thereafter the attorneys assigned to the District Courts handle the arraignments and probable cause hearings held there. With the County Attorney's office involved in felony cases earlier in the process, consistency in the handling of these cases has improved, and the flow of cases from District Court to Superior Court has become smoother and speedier.

The County Attorney's office also prosecutes misdemeanor domestic violence cases in the District Courts for 12 of the County's 14 police departments, and for State Police. Four attorneys (2 part-time) are assigned to handle these cases and the felony cases while they are in District Court. In addition, there are two victim/witness assistants (and one Americorps volunteer) assigned to assist victims in the domestic violence cases in District Court. In prosecuting the domestic violence cases, the County Attorney's office works as part of a broader Domestic Violence Project for Strafford County, the goal of which is to utilize a multi-disciplinary approach to the problem of domestic violence by all involved agencies, including police departments, the Department of Corrections, Strafford County Community Corrections, A Safe Place, Sexual Assault Support Services, and the Strafford County Family Violence Council. Through federal grant funds, the County Attorney has been able to add a Domestic Violence Investigator to the staff, who assists the prosecutors and local police departments in misdemeanor domestic violence cases in much the same way as the office's Chief Investigator does in felony cases. The DV Investigator has also worked on developing proactive measures aimed at reducing domestic violence in the County by increasing community monitoring. The federal grant also funds the position of Domestic Violence Project Coordinator, whose job is to facilitate communication between Project partners and organize trainings for individuals and organizations involved in the Project. Federal grant funds also have allowed the County to fund projects within the participating communities for videotaping domestic violence crime scenes and victim/witness statements for later use in court, in an effort to improve the quality of prosecutions.

The County Attorney's office is active in advising local officials in many areas of the criminal law. As set forth above, the County Attorney continues a policy of having a prosecutor available 24 hours a day to advise and assist the County's 14 police departments, Troop A of the State Police, and the Drug Task Force on legal issues that arise in the course of their investigations. The Superior Court Victim Assistants are also available 24 hours to consult on sexual assault cases and schedule



## STRAFFORD COUNTY 2005 ANNUAL REPORT

forensic interviews of victims. The County Attorney's office continues to offer law enforcement trainings as often as possible for police departments within the County. Domestic Violence trainings are offered at least twice each year.

The County Attorney was actively involved in the cooperative effort of the Superior Court and the County Commissioners to obtain federal funding to start a Drug Court in Strafford County. The federal grant application was successful, and the first Adult Drug Court in the State of New Hampshire began in this County in January. This program will be utilized to take criminal cases that are non-violent and arise from drug addiction out of the regular court system and into a system where treatment and cure of the addiction is the focus. This is part of continuing efforts by many partners in the criminal justice system to reduce incarceration rates without jeopardizing community safety.

The County Attorney has also continued to work with other community agencies on establishing a Child Advocacy Center (CAC) for Strafford County. The CAC Planning Committee was successful in obtaining a grant from the Attorney General's Office to hire a CAC Coordinator and open its Center. The CAC will provide a separate, child-friendly space where children who are alleged victims of abuse or abusive crimes can be interviewed on videotape by a trained forensic interviewer. Additionally, representatives from the Center's partner agencies will monitor each case brought to the Center to ensure that proper referrals and follow-up are conducted to obtain necessary services for the victim and his/her family. The Strafford County CAC should be operational sometime in the Spring of 2006.

The following tables provide a summary of criminal case activity in 2005. Superior Court statistics were provided courtesy of Julie Howard, the Clerk of the Strafford County Superior Court.

### 2005 SUMMARY OF SUPERIOR COURT CASE ACTIVITY STRAFFORD COUNTY ATTORNEY

<u>Case Type</u>	<u>Entries</u>	<u>Dispositions</u>
Felony	968	977
Misdemeanor	342	337
Violation	25	24
Other	133	120
Re-entries*	<u>1,169</u>	<u>1,092</u>
Totals	2,637	2,550

\*Re-entries are closed cases in which new litigation has arisen, e.g., probation violations, re-trials following appeals, habeas corpus petitions, or motions for new trial.



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 SUPERIOR COURT CRIMINAL TRIAL ACTIVITY

<u>Total Trials</u>	<u>Number</u>	<u>Percentage</u>
Scheduled	624	
Reached	56	9%
Not reached	8	1%
Continued	177	28%
Guilty Pleas	298	48%
Nol Prossed	27	4%
Remanded	20	3%
Diversion	12	2%
Other*	27	4%

\*Includes bench trials, dismissals, and cases where the defendant failed to appear.

## 2005 DOMESTIC VIOLENCE UNIT CASE BREAKDOWN

### Charges Disposed of in 2005

Guilty	711	60%
Not Guilty	96	8%
Dismissed	99	8%
Nol Prossed	253	21%
Other*	<u>39</u>	3%
Total	1,198	

\*Includes cases declined for prosecution as DV, and cases prosecuted as felonies rather than misdemeanors.

Respectfully submitted,

*Janice K. Rundles*  
Janice K. Rundles  
Strafford County Attorney

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ANNUAL REPORT OF THE STRAFFORD COUNTY SHERIFF'S OFFICE

*R.S.A. 104:5 Duties:* He by himself or his deputies shall serve and execute all writs and other precepts to him directed, issuing from lawful authority; and shall perform the duties of Crier of the Court.

The Strafford County Sheriff's Office performs civil process service throughout the County, provides prisoner transports and security while in the Courtroom and has a responsibility for transporting Involuntary Emergency Admission (IEA) patients to their appropriate destination.

A Deputy has been assigned and is responsible for investigation and apprehension of fugitives from justice, felony capiases, and domestic and small claims warrants.

The Sheriff's Office provides a search and rescue service for Strafford County with the use of the Bloodhound Unit Division. The dedication of this Division is instrumental in developing the potential of finding lost or runaway children and lost or missing elderly people. In addition, the Unit provides assistance to local Law Enforcement Agencies in criminal matters and the apprehension of suspects.

The following is a breakdown of services provided and revenue returned to Strafford County in 2005:

<u>Number of Prisoner Transports (courts/hospitals/etc):</u>	<u>6,660</u>
<u>Number of Civil Process Services</u>	<u>6,176</u>
Civil Process Revenue Returned to County:	\$ 140,000
Bailiff (AOC) Revenue Received from State:	\$ 118,304
Prisoner Security Revenue Received from State:	\$ 34,772
Juvenile Transport Revenue Received from State:	\$ 8,849
Restitution Revenue Received from State:	\$ 580
Prosecutor Revenue Received from Farmington, NH	\$ 34,598
US Marshal's Reimbursement	\$ 26,582
Outside Detail Revenue:	\$ 22,752
 Total Return to Strafford County:	 \$ 386,437
Sheriff's Office Operating Budget:	<u>\$1,041,953</u>
 Cost to Strafford County Taxpayers:	 \$ 655,516

The Sheriff's Office provides personnel who dispatch for Barrington Police and Ambulance, Rollinsford Police, Madbury Police, Milton Police, Farmington Police, Fire and Ambulance, New Durham Police, Middleton Police, Fire and Ambulance, Strafford Police and Lee Police. Additionally, Strafford County also provides secondary 911 Dispatch back up for the cities of Dover, Somersworth and Rochester.

## STRAFFORD COUNTY 2005 ANNUAL REPORT

The Sheriff's Office continues to update and modernize its civil and dispatch recording systems to better serve the residents of Strafford County.

I would like to take this opportunity to express appreciation to the residents of Strafford County, Strafford County Delegation, Strafford County Commissioners; Ray Bower, County Administrator and my entire staff at the Strafford County Sheriff's Office and Dispatch Center for their continued assistance and cooperation.

Respectfully Submitted,

*Wayne M. Estes*

Wayne M. Estes, Sheriff  
Strafford County Sheriff's Office

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ANNUAL REPORT OF THE STRAFFORD COUNTY REGISTER OF DEEDS

2005 was the fourth year in which the Registry of Deeds netted more than one million dollars. These funds will be used to offset other County programs. While I continue to be optimistic about the future of the Strafford County real estate economy, there are signs that the ever-increasing prices of the past few years and the relentless efforts of the Federal Reserve to raise interest rates are having a cooling effect on the real estate market. 23005 was the most expensive year ever to purchase a property in Strafford County, with more than \$816,861,000 sold. However, this was only an 8.1% increase for 2004. The increase between 2003 and 2004 was 16.4%, and 21.7% between 2002 and 2003. We also saw a rapid decrease in sales during the last month of 2005. Through the first eleven months we were running about 200 sales ahead of 2004, but during the month of December, sales declined so badly that we finished the year only 90 sales ahead of the previous year. Time will tell whether this is a trend or just a momentary response to the cold winter and heating oil prices.

The Registry continues to build upon the optical document imaging system. The public continues to access our records through the Internet, with more than 700 hits per day. We currently have thirty-six (36) years of indexes and twenty (20) years of images at our site, located at [www.nhdeeds.com](http://www.nhdeeds.com).

### YEARLY FORECLOSURES 1991 THROUGH 2005

<u>Year</u>	<u>Total Foreclosures</u>
1991	513
1992	391
1993	328
1994	271
1995	159
1996	160
1997	129
1998	87
1999	82
2000	40
2001	35
2002	38
2003	32
2004	31
2005	40

Although there has been a decline in recorded documents since their peak in 2003, we continue to see a dramatic increase in the recording over the past fifteen (15) years. Documents recorded at the Registry have gone from 16,403 in 1991 to 33,744 in 2005. These fifteen (15) years of recordings represent 61.60% of everything ever recorded in the Registry's 233-year history.



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## DOCUMENT RECORDING AND TRANSACTIONS

<u>Year</u>	<u>Documents</u>	<u>Year</u>	<u>Documents</u>
1991	16,403	1999	27,792
1992	18,798	2000	22,356
1993	19,139	2001	28,356
1994	19,129	2002	34,228
1995	15,912	2003	45,458
1996	17,827	2004	34,959
1997	19,066	2005	33,744
1998	24,589		

## REVENUES

<u>Year</u>	<u>To State</u>	<u>To County</u>	<u>Total</u>
1991	\$ 1,977,391	\$ 463,461	\$ 2,440,852
1992	\$ 1,832,936	\$ 520,341	\$ 2,353,277
1993	\$ 1,674,373	\$ 540,896	\$ 2,215,269
1994	\$ 1,774,715	\$ 515,496	\$ 2,290,211
1995	\$ 1,722,451	\$ 453,342	\$ 2,175,793
1996	\$ 1,792,083	\$ 510,340	\$ 2,302,423
1997	\$ 2,111,521	\$ 542,686	\$ 2,654,207
1998	\$ 2,623,241	\$ 702,036	\$ 3,325,277
1999	\$ 3,945,457	\$ 772,870	\$ 4,718,327
2000	\$ 5,710,249	\$ 827,000	\$ 6,537,249
2001	\$ 6,593,361	\$1,190,535	\$ 7,783,896
2002	\$ 7,393,384	\$1,430,648	\$ 8,824,032
2003	\$ 9,056,575	\$1,967,045	\$11,023,620
2004	\$10,812,548	\$1,694,527	\$12,507,075
2005	\$11,800,503	\$1,720,614	\$13,521,117

The Deeds Office continues to update and modernize its recording systems and to fulfill the requirements of the laws that apply to functions of recording, retrieval, and security within the office. I would like to take this opportunity to thank my staff, the Strafford County Legislative Delegation, the County's Administrative staff, and my fellow County Elected Officials for their support and counsel.

Respectfully submitted,

*Leo Lessard*

Leo Lessard, Registrar of Deeds  
Strafford County Registry of Deeds

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ANNUAL REPORT OF THE RIVERSIDE REST HOME ADMINISTRATOR

Riverside Rest Home is a 215-bed nursing facility established to care for the medically frail and elderly of Strafford County. Almost all of our residents are financially destitute due to the costs of medical care associated with their illness(es). As part of its operations, Riverside Rest Home manages a 20-bed unit dedicated to caring for people with Alzheimer's disease and related disorders and a twenty-two (22)-bed unit for residents who are challenged by behavior problems. Our facility has an excellent reputation for the care given by our caring, professional staff.

Consistent with Riverside Rest Home's mission, we responded to many community crises in 2005. Riverside staff skillfully assisted with these emergencies by helping with placements with community-based services or in Riverside if necessary. This policy, as authored by the Strafford County Commissioners, offers Riverside Rest Home staff the flexibility to handle a wide range of clients with admission criteria based on "how safe" a citizen is in their current living situation.

Activities held throughout the year included:

- Holiday Celebrations with Party and Decorations on each Unit
- New Year's Party
- Super Bowl Party
- Valentine's Day Parties
- Winter Blahs Party
- St. Patrick's Day Party
- Easter Egg Hunt with Staff's Children and Children in Motion Day Care
- Children's Fashion Show with Staff's Children and Children in Motion Day Care
- Participation in Memorial Day and Veterans Day Parades in Rochester
- National Nursing Home Week in May
- Pancake breakfast for staff, residents, and families
- New England Telephone Pioneer Party
- Family Resident Non-Alcoholic Cocktail Party
- Carnival Day of Fun Activities
- Ice Cream Smorgasbord
- Indian Head Resort
- Trip to Mohegan Sun Casino
- Visits to Several State Parks and Beaches
- Concerts on the Commons in Rochester, Prescott Park in Portsmouth, Cocheco Park in Dover
- Rochester Fair trips with 175 residents participating
- ★ Residents won over 210 ribbons for contest entries
- October Fest
- Halloween Party
- Trick or Treat with Children in Motion Day Care and Staff's Children
- Christmas Fair & Bake Sale
- Church services twice a week; Bible study once a week
- Eucharistic Ministerial Distribution involving new training program adopted by NH Diocese of Manchester
- Trips to Rockingham Park and Seabrook Greyhound Races
- Fishing trips
- Theater and Movie Matinee trips

## STRAFFORD COUNTY 2005 ANNUAL REPORT

- Boat Trips
- Ice Cream Trip
- Canobie Lake Trip
- Funtown Trip
- Christmas Tree Shop Trips
- Baseball games
- Resident Council and Dietary subcommittee meetings
- Morning Coffees and Afternoon Teas
- Small group activities
- Men's & Ladies Groups
- Makeovers and manicures once a month
- Planting vegetable and flower gardens
- Sewing and art group
- Social Club
- Breakfast Club
- French Group
- Red Hat Group
- Newspaper Group
- Woodworking, Ceramics, Flower Arranging, and General Craft Classes
- Exercise Groups
- Computer Classes
- Word, Card and Board Games
- One-on-One Activities with Residents & Staff
- Individuals Programs to Visit and Socialize with Family and Friends in the community
  - ★ Family/friends weddings, funerals, parties, camp, etc.
- Pet Therapy on all Units
- Clothing Show
- Mentoring Programs at Mastway School
- Weekly Programs with Children in Motion Day Care for Residents and children
- 30% of Residents Voted in Election—highest percentage of participation in many years
- Special Events at County Cities and Towns
- Programs provided by the Elks and Emblem and Victory Clubs
- Karaoke
- Live Entertainment
- Shopping trips
- Dinners out to restaurants
- Many, many other activities on a daily and evening basis, seven days a week

In 2006, we will look forward to the new challenges associated with the State Medicaid inspections called "surveys." This year's inspection will focus on new enforcement rules related to updated regulations regarding incontinence issues. RRH staff has worked hard to prepare for these regulatory challenges.

We continue to be very pleased with our relationship with our hospice provider. Approximately 90% of RRH residents who die at the facility receive the benefits of this excellent program. Hospice employees assist RRH staff in managing resident end-of-life care and preparing families for the challenges associated with losing a loved one.

## STRAFFORD COUNTY 2005 ANNUAL REPORT

In closing, I would like to recognize the excellent senior staff of Riverside Rest Home, particularly Melody Jones, Director of Administrative Services, Daralyn Stewart, RN, Director of Nursing and Related Services, and Tracy DiCicco and Pam Doyle, Assistant Directors of Nursing, who have been very supportive during my tenure at Riverside. I would also like to thank the Strafford County Commissioners for providing guidance, direction, and support. With everyone's continued efforts, coupled with the support of the Strafford County Delegation, Riverside will continue to provide excellent care to the elderly of Strafford County.

Respectfully submitted,

*Raymond F. Bower*

Raymond F. Bower, Administrator  
Riverside Rest Home



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ANNUAL REPORT OF THE STRAFFORD COUNTY DEPARTMENT OF CORRECTIONS

The year of 2005 was our first full year of operating the new jail. We saw a 28% increase of our population from 239 on January 1, 2005 to 306 on December 31, 2005. The direct supervisor philosophy of managing inmates continues to be successful which helps staff cope with the growing population. We continued our expansion this year by finishing the renovation of the old jail and the Annex. We moved the Industries Program into the old jail and day release inmates into the Annex. Although more staff was required to supervise the Annex, the revenue increase more than offset the salaries. Revenue from bed space for the year was \$2,632,387.39. Our out of county inmates increased from 109 to 178, while our Strafford county inmates stayed at about 128.

An important addition this year was Officer Fred Serna being promoted to Training Supervisor to conduct and monitor our correctional officer re-certification training. He also conducts our inmate discipline hearings. His efforts to raise the quality of training will reap benefits as years go by for increasing staff professionalism and hopefully, as studies show, staff retention. With Training Supervisor Serna's guidance, I am pleased to announce that all Strafford County Correctional Officers completed the yearly-required training hours necessary to maintain their Certification. We hired 13 officers this year who will all eventually go through the correctional officer training academy.

Another crucial new addition this year was Isabel Padial, who was hired as a Unit Case Manager. Isabel, an inmate advocate, helps inmates through the criminal justice system. She will be developing discharge plans for sentenced county inmates.

Equally important this year is the establishment of a Special Response Team headed by Sgt. Bruce Pelkie. Sgt. Pelkie will be organizing and leading this team of specially trained officers to handle critical incidents within the jail. I expect the appearance of this trained and professional looking group of officers will go far to improve the safety of all staff by reducing any inmate problems officers may face. Our GED program had the largest number of graduates in the department's history - 44 inmates received their G.E.D. diplomas. Seventy eight percent of our graduates pass the test – this is a very high pass rate and approximates the rates of community-based adult learning centers.

This year we added a new program that is impressive even in its infancy. The Pre-Treatment Addictions Program started in December and showed a remarkable influence on the inmates involved. In the short time this grant funded, in-house therapeutic community program has been operating; the positive attitudes and model behaviors exhibited by the inmates are outstanding. I hope this success continues and that the program expands with the coming year. I look forward in 2006 to bringing the therapeutic community concept to female inmates. Due to space configuration the inmates cannot be considered to be in a real therapeutic community but the program material will be the same. The program is already in the planning stage and a grant has been secured. This year our laundry service has been very successful in providing an average of 60 carts a week of cleaned laundry to Riverside Rest Home in addition to handling the jail's linen.

I am proud to announce that we had our first employee recognition banquet for department personnel this year. The awards were as follows:

Employee of The Year Award: Intake Coordinator J. Dunn  
Community Service Award: Officer. D. Bedard  
Supervisor of The Year Award: Records Supervisor S. Miller  
Officer of The Year 1<sup>st</sup> Shift: Officer C. Brackett  
Officer of The Year 3<sup>rd</sup> Shift: Officer K. Thibeault

## STRAFFORD COUNTY 2005 ANNUAL REPORT

Rookie of The Year: Officer A. Small

Life-Saving Award: Sgt. J. McPherson

Humanitarian Award: Program Director V. Heyl

Innovation Award: Transition Team: Assist. Supt. S. Bird, Sgt. L. Noseworthy, Cpl. G. Weisgarber, Officer D. Bedard

I am very proud that this year has been one of continued success with the new building supporting inmates and staff as designed, our continued expansion improving our ability to serve and our programs on the cutting edge of county corrections. I could not, however, give such a glowing report of our successes without acknowledging the contribution of the people who achieved it. The dedication and devotion of my staff to the spirit of our mission is outstanding. Without their support and perseverance this jail would not be the shining example of a well-run facility that it is. One example our nationwide reputation is that the National Institute of Corrections funded a technical assistance visit from a Minnesota corrections department to stay with us for three days to see how we operate.

Statistical information is included below as is customary regarding the inmate population:

### CUSTODY REPORT -- MONTHLY DAILY AVERAGE POPULATION FOR 2005

January	272.19	July	303.48
February	281.82	August	307.58
March	276.52	September	330.80
April	276.70	October	329.52
May	276.77	November	345.60
June	301.53	December	348.42

The average population for 2005 was 304.33. There were 2,533 males, 679 females, and 56 others incarcerated in 2005. There were 258 females held for the following facilities:

New Hampshire State Prison	8
Rockingham County	168
Belknap County	10
Carroll County	2
Merrimack County	6
Federal Bureau of Prisons	64

There were 543 males incarcerated for the following facilities:

New Hampshire State Prison	94
Rockingham County	23
Belknap County	44
Hillsborough County	2
Carroll County	10
Merrimack County	7
Federal Bureau of Prisons	363

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 OFFENSES

False Reporting-Explosives	1	Possession of Weapon	3
Carry/Sell Weapons	3	Courtroom Security	1
Felon in Possession of Weapon	26	Carry Weapon w/o License	1
Violation of Protective Order	93	Unlawful Poss. Of Alcohol & Intoxication	32
Prohibited Sales	3	Misrepresentation of Age	1
Taking Without Owners' Consent	7	Habitual Offender	121
Driving After Revocation/Suspension	139	Conduct After Accident	19
Operating Without a Valid License	11	Disobeying a Police Officer	64
Reckless Operation	18	Driving While Intoxicated (DWI)	56
DWI Second Offense	93	Aggravated DWI	23
Failure to Obey Subpoena	1	Chiropractic License Requirement	1
Controlled Drug Act	219	Unauth. Prescription/Controlled Drug	2
Possession of Hypodermic Needle	1	Possession of Drug Paraphernalia	6
Violation Permanent Restraining Order	5	Failure to Appear	260
Contempt	1	Breach Bail Conditions	105
Fugitive from Justice	54	Criminal Liability/ Accomplice Robbery	7
Criminal Liability/ Accomplice to Forgery	1	Criminal Solicitation	1
Conspiracy	10	Conspiracy/Commit Robbery	6
First Degree Murder	3	Second Degree Murder	2
First Degree Assault	21	Second Degree Assault	28
Simple Assault	495	Reckless Conduct	58
Criminal Threatening	125	Aggravated Felonious Sexual Assault	50
Felonious Sexual Assault	12	Kidnapping	11
Criminal Restraint	6	False Imprisonment	11
Stalking	102	Interference with Custody	2
Arson	3	Criminal Mischief	123
Unauth. Use Propelled Vehicle/ Animal	2	Burglary	55
Possession of Burglary Tools	1	Criminal Trespass	89
Robbery	17	Armed Robbery	8
Theft by Unauthorized Taking	91	Theft by Deception	14
Theft of Lost/ Mislaid Property	2	Receipt of Stolen Property	31
Possession of Property w/o Serial Number	1	Theft of Services	6
Unauth. Use Propelled Vehicle/Rental	3	Forgery	46
Identity Fraud	4	Issuing Bad Checks	13
Fraudulent Use/Credit Card	16	Incest	1
Endanger Welfare of Child	13	Non-Support	91
Unsworn Falsification	1	False Report to Law Enforcement	14
Witness Tampering	15	Falsifying Physical Evidence	6
Tampering w/Public Records/Info.	1	Obstruct Government Administration	5
Obstruct Report of Crime	22	Resisting Arrest/ Detention	111
Hinder Apprehension/Prosecution	3	Taking of Firearm/Law Enforce. Off.	1
Escape	9	Bail Jumping	11
Assault by Prisoner	10	Willful Concealment	13
Shoplifting	27	Disorderly Conduct	32
Harassment	22	Loitering or Prowling	11

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 OFFENSES (continued)

Cruelty to Animals	2	Indecent Exposure/Lewdness	17
Prostitution	3	Child Pornography	23
Duty to Report	6	Sex Offender Registration	1
Violation Sentence/Probation/Parole	300	Failure to Make Restitution	25
Violation of Community Corrections	1		

## PROGRAMS REPORT FOR 2005

### Educational Programs

Education: GED preparation and Adult Basic Education. Dover Adult Learning Center provided GED and Adult Educational classes three days each week for a total of 13 instructional hours per week.

Special Education: Special Education was offered by Southeastern Regional Educational Services Corporation starting in November of 2005. We currently offer ten hours per week of services to eligible inmates.

Volunteer Tutors: 6 volunteer tutors worked in the facility in 2005, providing a combined average of approximately 8 tutoring hours a week.

Education Attendance: Average weekly enrollment in GED classes: 65 inmates

Special Education Attendance: 15 inmates received special education services.

GED Exam: 53 inmates were administered the GED exam. 44 passed the exam and 6 did not pass. Two inmates completed a partial exam and one test was incomplete.

Tutoring: 18 inmates received volunteer tutoring services at SCDOC. All 18 received tutoring in mathematics, 4 received tutoring in other subject areas.

English as a Second Language: Dover Adult Learning allocated 3 hours per week for ESL classes. Approximately 23 inmates received weekly ESL classes

### Substance Abuse Programs

Drug and Alcohol Counseling: SCDOC contracted with Southeastern Services to provide 13 hours per week of drug and alcohol counseling services.

Drug and Alcohol Attendance: Average weekly enrollment for 2005: 78 inmates

Alcoholics Anonymous and Narcotics Anonymous: AA groups for both male and female inmates were held weekly this past year. NA groups were held bi-weekly.

Addiction Recover Center Attendance: 25 inmates were accepted into the ARC program and were allowed daily release to this program.

Pre-Treatment Addictions Program: This program began on 1 December 2005 and had 6 participants enrolled in 2005.



## STRAFFORD COUNTY 2005 ANNUAL REPORT

Treatment Assistance: The program department conducted approximately 160-phone screen and treatment planning calls for inmates in 2005. The program department coordinated specific discharges placement into residential drug and alcohol treatment centers (other than the ARC program) for 12 inmates.

### Mental Health Programs

Anger Management Training and Life Skills Classes: SCDOC provided 4 classes per week of the anger management and life skills program. Average weekly attendance: 26 inmates.

Positive Options Program: This program offers individual modules of anger management, attitude adjustment and life skills classes. Two program counselors and two interns provide individual service to 8 inmates weekly.

### Vocational Services

Pre-Employment Program (PEPP): This program teaches inmates job search skills, helps them to prepare resumes and job applications and teaches job interview skills. This program is held weekly for a total of 6 hours.

Labor Room Program: Employment Security Program: This program provides direct employment assistance and placement into work release jobs through SCDOC and the NH Employment Office.

Career Assessment: This program assisted inmates with vocational evaluation and planning. In 2005, 44 inmates completed this program.

2005 Grant Statistics for all vocational programs:

- 122 Inmates completed the vocational assessment and career planning component
- 111 Inmates completed the job search skills component
- 135 Inmates completed targeted vocational counseling related to felony conviction
- 33 Female inmates completed "women's career choices" group
- 11 Inmates completed the PEPP- ESOL section
- 3 office Technologies classes were offered
- 24 inmates were enrolled, 8 females and 16 males
- 13 (55%) inmates completed all requirements and met all competencies
- A modified Computer Technologies Program was offered
- 37 inmates received Computer Technology instruction
- 28 (76%) inmates met modified competencies of the Computer Technology program
- 73 Inmates participated in the Employment Placement Program. 55 used the "Labor Room" at least twice for the purposes of job search and placement.
- A dedicated phone station was available for employment related calls.
- Work clothes were received and distributed to all inmates who needed these items.
- A total of 39 inmates enrolled in the program were placed into jobs.
- A total of 82 transports were made to NH Works. An average of 6 inmates / month registering at NH Works and using NH Works resources.
- A total of 224 visits to local employers / job interviews were conducted.
- 5 Employers conducted interviews at SCDOC.
- 4 Inmates were referred to the Vocational Rehabilitation Division for additional vocational services

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## Work Release Program

Work Release Inmates: There were a total of 62 inmates on work release for 2004.

3 inmates were released for Child-Care Release.

18 Inmates on work release were discharged from SCDoc to the Community Corrections Program

## Religious Services Conducted in 2005

Sunday Service: Weekly Catholic group that meets on Sunday for the female inmates:

Monday Night Bible Study: Bible study conducted for female inmates and special needs inmates in HP1

Catholic Services: Weekly Catholic program offered to females and to male general population units.

Bible Study and Music Ministry: Program for male general population that includes bible study and spiritual music.

Chaplain: Jail chaplain is available three days per week for individual religious counseling and guidance.

Pastoral Counseling: A reverend from Grace Community Church offers pastoral counseling to inmates weekly.

Catholic Counseling: Two volunteers currently offer individual Catholic counseling to inmates.

Confessional and Reconciliation: A Catholic priest is available upon request for these services.

## Internships

SCDOC hosted 4 interns in 2005. 3 interns were from the Justice Studies Program at UNH, and 1 intern from the Criminal Justice Program at Hesser College. During the academic year each of these interns provided approximately 9 weekly hours of service. Duties included: Assistance with educational programs, assisting the training officer and administrative support.

## Inmate Services

Library: The programs department solicited and managed donations of more than 5,000 books in 2005. Currently there are more than 9,000 titles in the library. The program department opened a small library in the jail annex stocked with approximately 1,000 titles. The DVD movie library has continued to a success a current total of 250 movies in stock for use in the housing units.

Law Library: The program department maintains current NH law and Federal Laws on computer, and has volumes of federal law available in book form. These materials can be requested and scheduled. In 2005, an average of 3 inmates used these materials daily.

Sewing Program / Crochet Program An average of 4 inmates participated bi-weekly in the sewing guild program to produce items for local charities.

## Training

Volunteer Orientation: In 2005 the program department presented 3 volunteer orientation classes training a total of 24 new volunteers and program vendors

Respectfully Submitted:

Victoria Heyl

Programs Director

Jake Collins

Education Director

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## JAIL INDUSTRIES REPORT FOR 2005

The Jail Industry Program moved into its newly renovated space located in the original Department of Corrections facility in March of 2005. Jail Industry had retained Precision Assembly, a small heat sealing and packaging company. In the fall of 2004, Strafford County Jail Industries entered into a private sector partnership with another company, Trelleborg Palmer Chenard of Somersworth, NH. In the contract with Trelleborg, the Jail Industry served as an independent outside quality control department. During the fall of 2005, that contract ended as their goal for improved quality was accomplished and our services were no longer required. Sixty-one inmates were employed by the Jail Industries throughout 2005 generating 8,234 hours of inmate labor. We appreciate the revenue generated in our first year in our new space!

### **JAIL INDUSTRY 2005 SUMMARY FIGURES**

<b>TOTAL EMPLOYED</b>	<b>61</b>
<b>Total inmate work hours:</b>	
Precision Assembly	2038.50
Trelleborg	6195.84
<b>TOTAL HOURS:</b>	<b>8234.34</b>
<b>2005 Jail Industry monies generated:</b>	
Precision Assembly	\$13,388.78
Trelleborg	\$89,531.50
<b>TOTAL EARNED</b>	<b>\$102,920.28</b>

A wonderful letter of reference was given to us by Trelleborg. We have utilized the letter, along with other references, as part of our vigorous marketing efforts to secure new companies for our additional workspace. We are also pursuing ISO (The International Organization for Standardization) certification to add to our list of qualifications. The Jail Industry looks forward to several new private sector partnerships in the year 2006 to assist inmates with "real work" experiences and training, as well as monies for release.

Strafford County is the first county in the state to offer a Family Reception Center. After 4 years, our Family Reception Center continues to serve many very appreciative families and community members, as reflected by these comments:

"As a professional interpreter of Spanish, I visit many correctional facilities and I find this to be not only one of the most pleasant, but that the staff seems to genuinely care about the well-being of the inmates. It seems to me that this attitude must facilitate the corrections process for all involved."

"I want you to know I am very happy to see this Family Reception Center here. I wish they could have that at all the county facilities. The information you supply to the families is so helpful. I know when we first became involved with the corrections department there was no one to give us any help regarding the process of what happens when a family member is imprisoned. It is one of the most horrible experiences of our lives."

The Center continues to remain self-sufficient through grants and small money-generating efforts, such as the sale of inmate pictures and hand-designed greeting cards:

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## FAMILY RECEPTION CENTER 2005 SUMMARY FIGURES

Grants -	
Bishop's Charitable Assistance	
Fund	\$1,000.00
Greeting Cards	\$106.65
Inmate Photos	\$1,015.50
Private donors	\$55.00
<b>TOTAL DONATIONS</b>	<b>\$2,177.15</b>

Additional efforts for our department consisted of the first inmate newsletter, published in December 2005. A grant was submitted to the NH Bar Foundation for consideration for a Family Newsletter to begin in 2006. It will be published in both English and Spanish.

Respectfully submitted:

Marilyn Allen  
Jail Industries Director

## **COMMUNITY CORRECTIONS REPORT FOR 2005**

The year of 2005 was our second full year of operation. Three hundred and fifty four clients were supervised while living in the community for an increase of 29% over last year. Of the 354 participants, 52 were returned to jail, 34 for new charges and 18 for violating program rules. Each day a participant is supervised on Community Corrections is counted as one "inmate day"; this year we had 32,788 inmate days, an increase of 31% over last year. While our budget increased 30%, our cost per inmate day was relatively stable at \$11.11, down from \$11.22. Comparing our \$11/day Community Corrections cost to the \$55/day for a jail bed, this program saved the county \$1,442,672.00. Additionally, our Community Work Program supervised 332 participants with an increase of almost 50% of persons sentenced to the program from August of 2005 (265 for the year). During the year, the work program saved taxpayers the labor costs for the 25,195 hours worked or about \$251,950.

Community Corrections consists of four programs: Pretrial Bail Supervision, Administrative Home Confinement, the Step Down release program and the Weekender/Community Work Program.

Pre-Trial Bail Supervision: This program's main objective is to release appropriate pre-trial defendants from jail under close supervision who may otherwise be incarcerated while awaiting trial. Two hundred and fifty five were supervised this year for an increase of 37.8%. Five hundred and fifty one assessments were done on prospective clients for an increase of 22.9%.

Administrative Home Confinement (Electronic Monitoring): Administrative Home Confinement is when a person is found guilty and sentenced to stay at home and wear a electronic monitoring device (known as a bracelet) and work, care for children or attend school under supervision of a case manager. Supervised inmates increased by 2to 60 for 7,235 days (a 12% increase of inmate days).

Step Down: Step Down is a unique program to Strafford County. This program assesses persons sentenced to jail time and who prove, by their attitudes and actions, that they are taking responsibility for their crimes and addressing rehabilitative areas of concern as recognized by the sentencing court. If they have been genuine in utilizing jail programs for self-improvement, they may be deemed appropriate and released on the electronic



## STRAFFORD COUNTY 2005 ANNUAL REPORT

monitor to be supervised by a case manager. They will then continue their treatment programs on the outside. Thirty-nine inmates were supervised on Step Down for 3,155 days, an increase of 8 inmates with a 15.9% increase of days.

Weekender/Community Work Program: As an alternative to jail sentences of up to 30 days, including weekend sentences, defendants plea to a suspended sentence and complete a term of community work to be determined by the court: failure of which brings forth the suspended sentence. The Work Program Supervisor takes a crew of workers out 5 days a week, Saturdays and Sundays included, to perform community service. We have expanded this year to have two crews on the weekends, using case managers as supervisors and a newly acquired van for travel. Work crews consist of persons sentenced directly to the program combined with selected participants of the Strafford County Academy program, Strafford County Community Corrections, and as needed, sentenced inmate workers. This year 332 participants, excluding inmates confined in jail, performed 17,651 hours of work. Taking the 265 participants sentenced to the program and substituting their work time for jail time at 8 hours a day, it roughly equates to 2,206 days saved of jail time or \$121,330 for saved incarceration costs.

We moved our main office from downtown Dover to next door to the jail in the renovated old jail. We also hired two new case managers and brought on a second deputy for house checks. We now are able to use the jail transport vehicle if needed and utilize the jail telephone and computer system. We have been connected to the jail management software system since our move. We have received the new Urinalysis machine and are responsible for maintaining it in working order. This machine produces immediate results with levels of drug traces for us, as well as for the jail, Drug Court, County Academy Program and County Attorney Diversion program.

Community Corrections staff has kept their ongoing commitment to be involved in the criminal justice and law enforcement communities. Interacting with various officials helps us maintain rapport as well as keep up with changing ideas. We are involved in the Strafford County Drug Court, Pre-Treatment Addictions Program Advisory Committee, Mental Health Council, Domestic Violence Project Advisory Board, Strafford County Criminal Justice Council, Jail Spiritual Care Board, Jail Industry Advisory Board, Family Reception Advisory Board, and Special Olympics.

As intake coordinator, Jamie Dunn, attended the National Association of Pretrial Services National Conference in Houston, Texas. Our four correctional officers completed their 40 hours of mandatory training for their officer recertification.

Community Corrections staffing went through some changes this year with staff turnover and hiring. These committed professionals have maintained a high level of service this year: Kevin Snyder is the Senior Case Manager, Jamie Dunn was our Intake Coordinator since promoted to Assistant Supervisor, Joe Devine is a case manager and supervisor of our new urinalysis machine, Frank Laratonda is our Case Manager handling managed care clients, Deputies Dan Gagne and Brian Hester are our enforcement officers, Dave Bedard is our Community Work Supervisor, and Pozey Thipphavong is our Administrative Assistant.

In closing I want to thank the Strafford County Board of Commissioners for their continued support of this agency, and Ray Bower for his dedicated guidance throughout the year.

Respectfully submitted:

Sid Bird  
Assistant Superintendent of Community Corrections  
Community Work Program:

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## COMMUNITY WORK PROGRAM REPORT FOR 2005

The following is a compilation of the statistics for the Community Work Program in 2005. In the first full year of the program we have worked for 45 clients for a total of 25,195 hours of work. There have been a total of 575 participants in the program from January 1, 2005 through December 31, 2005. Participation is broken down in the following categories:

Inmates:	243
Sentenced to Program:	265
Community Service:	67

Categories are broken down by gender as follows:

Males: 409  
Females: 166

Concerning the court ordered participants for the first year of the program\*:

- 139-Participants have successfully completed the program
- 100-Have failed the program (this includes those who have not signed up as well as those who signed up but failed to complete set dates of participation)

Average active participation for the year is 40.25 people. We have seen a 50% increase in people sentenced to the program from August 2005 to December 2005.

The amount of hours worked are broken down as follows:

Inmates:	16,853
Sentenced to Program:	16,696.5
Community Service:	955

The program has worked a total of 25,195 hours in the community for its first year of operation for a *total saving to the community of \$251,950.*

### List of Clients/Hours for 2005

2005 CLIENTS	2005 TOTAL HOURS
2005 TOTAL HOURS	25,195
2005 TOTAL CLIENTS	45
ADOPT A SPOT	70
AMERICAN LEGION	160
AVIS GOODWIN	22
CAMP MARANATHA	32
CONGREGATIONAL CHURCH	336
COMMUNITY WORK PROGRAM	2071
DOVER ADULT LEARNING CENTER	215
DOVER FIRE DEPARTMENT	136
DOVER FIELD AND GROUNDS	5723
DOVER HOUSING AUTHORITY	733

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DOVER PLANNING BOARD	624
DOVER PUBLIC LIBRARY	254
DOVER RECREACTINO	464
DOVER RECYCLE	72
DOVER VFW	240
EMANUEL CHURCH	88
FARMINGTON	416
FARMINGTON BOYS/GIRLS	96
FARMINGTON PRESERVATION	72
GARRISON HILL	32
HABITAT FOR HUMANITY	8
HAMPTON POLICE DEPARTMENT	14
HOSPICE	10
MADBURY	120
MCLEAN CENTER	88
MEALS ON WHEELS	327.5
MIDDLETON	260
NEW FRONTIERS	238
NH CATHOLIC CHARITIES	60
PRESCOTT PARK	96
RED CROSS	80
ROCHESTER PUBLIC BUILDING	504
ROCHESTER RECREATION	632
ROCHESTER SCHOOL DEPARTMENT	412
ROCHESTER OPERA HOUSE	1051
ROLLINSFORD FIRE DEPARTMENT	356
SAFE PLACE	16
SOMERSWORTH HOUSING AUTHORITY	2520.5
SOMERSWORTH HIGHWAY DE PT.	724
SOMERSWORTH MAIN STREET	80
SOMERSWORTH PUBLIC WORKS	73
SOUTH END FIRE DEPT	80
SPECIAL OLYMPICS	616
STRAFFORD COUNTY	4456.5
WOODMAN INSTITUTE	516

Respectfully Submitted:  
David Bedard  
Community Work Supervisor

In closing, I would like to thank the Strafford County Board of County Commissioners and Ray Bower for their unfailing support without which we would not have been successful. They have always been available to me and my staff, showing an interest that fosters excellent morale.

Respectively submitted,  
*Warren Dowaliby*  
Warren Dowaliby  
Superintendent

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ANNUAL REPORT OF THE STRAFFORD COUNTY HUMAN SERVICES DEPARTMENT

The Strafford County Human Services Department is responsible for monitoring the State mandated programs billed to the County for Old Age Assistance (OAA), Aide to Permanently and Totally Disabled (APTD), Elder Care, and Board and Care of Children. The County reimburses the State of New Hampshire fifty percent (50%) of the cost for OAA and APTD and twenty-five percent (25%) for Court-ordered services provided to children and their families. In regards to reimbursement for Elder Care, with the passage of House Bill 409, effective January 1, 1999, the County share was reduced from thirty-one percent (31%) to twenty-five percent (25%). County liability for services was expanded to include costs for Home and Community Based Care (HCBC) and payments to providers for prescriptions, hospital and physician appointments, as well as various other services.

The County and the State continue to work at implementing new in-home services and determining the best way to provide these services at the lowest cost. The Director of Human Services is also responsible for pursuing and determining parental reimbursement for court-ordered services for children, as well as utilizing third party insurance to reduce the costs of medical related services. All monies collected by the County are forwarded to the State. In turn, 25% of the collected amount is credited to the County, as well as a 15% administrative fee for expenses associated with collections. The total amount collected for 2005 was \$110,197.65.

The County continued to allocate Incentive/Diversion Funds received from the Division of Children, Youth, and Families to develop and enhance existing community programs with the goal of reducing and preventing costly out-of-home placements of children. A eight member selection committee consisting of three (3) representatives from the Division of Children, Youth, and Families, one (1) community representative, one (1) State Legislator, two (2) County Commissioners or their designee, and the Human Services Director review applications and submit their recommendations to the Board of Commissioners for final approval. A total of \$305,553 was allocated to the following community agencies:

### 2005 INCENTIVE/DIVERSION PROGRAMS

Avis Goodwin Community Health Center, Big Brothers/Big Sisters, Farmington Chances, City Year New Hampshire, Dover Adult Learning Center, Dover Youth Safe Haven, Farmington Recreation, Girls, Inc., Healthy Universal Beginnings (HUB), Plus Time, Rochester Child Care Center, Strafford County Family Intervention, Rochester Recreation Camps, Rochester Youth Safe Haven, Sexual Assault Support Services, Somersworth Recreation, Somersworth Youth Safe Haven, and YMCA "You" Program.

I would like to thank the Board of County Commissioners, Raymond Bower, County Administrator, and the Human Services Subcommittee for their continued support of my department. I also want to express my appreciation to my staff for a job well done.

Respectfully submitted,

*Cheryl A. Moulton*

Cheryl A. Moulton, Director



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## 2005 ANNUAL REPORT OF STRAFFORD COUNTY UNH COOPERATIVE EXTENSION OCTOBER 1, 2004 - SEPTEMBER 30, 2005

UNH Cooperative Extension provides Strafford County residents with research based education and information, enhancing their ability to make informed decisions that strengthen youth, families and communities, sustain natural resources, and improve the economy.

In every Strafford County community, this program is at work, increasing economic development, enhancing the environment, and developing human potential. At Strafford County, we want to "Help you put knowledge and research to work."

Information is available through workshops, publications, newsletters, our website, and by phone. Work-site and agency sponsored programs make it easy for busy people to receive needed information and assistance. Programs are available to individuals, families, schools, businesses and communities.

The following are examples of efforts in the areas of Agriculture, Family Development, Forestry, 4-H Youth Development, and Nutrition.

### AGRICULTURE PROGRAM

Geoffrey Njue, Extension Educator, Agricultural Resources

#### **Program # 1: Greenhouse and nursery crops production**

Greenhouse production of herbaceous ornamental crops and nursery crops continue to be a major agricultural activity in Strafford and Carroll counties. Management of nutrients, water, and pests are key components to profitability; as plant size, quality, and time to saleable of product are dependent on appropriate nutrition, irrigation and pest control. Twilight meeting hands on workshops, demonstrations and one to one assistance to growers educated them on identifying, scouting and trouble shooting problems in nutrient deficiency, toxicity, pests and diseases.

##### **Impacts:**

- *21 Growers educated and increased their knowledge and skills in identifying and controlling pests and diseases and nutrient deficiency & toxicity. 40 % implemented regular monitoring for nutrient deficiency and toxicity. 65 % implemented regular scouting for diseases and pests*
- *1 grower saved about \$12000 by implementing recommendations on greenhouse sanitation.*
- *1 grower saved about \$6000 by learning how to calibrate fertilizer injector and applying the right fertilizers. Others saved hundreds of dollars and increased profits by implementing recommendations.*
- *Evidence of impact: Observations and direct verbal surveys during farm visits*

#### **Program # 2: Vegetables and field cut-flowers production**

Competitive cut flower and vegetable production: Education seminars/workshops were offered to growers on incorporating IPM and organic practices in flower and vegetable production. Education provided included controlling Cucurbit Diseases, Using Resistant Varieties to Manage Vegetable Diseases, Growing and Marketing Cut Flowers, selecting varieties, insect pest identification and control using crop damage symptoms. Through farm visits growers received direct assistance in assessing plant nutrient needs, plant diseases, insect pests and control strategies.

##### **Impacts:**

- *52 growers participated in seminars, and others were assisted during farm visits. 65 % participants indicated that they improved their knowledge and skills.*
- *30% participants indicated that they made changes that saved money in production costs. Other growers indicated that their operations looked cleaner because of implementing changes as result of the program.*

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### Program #3: Fruit production

Educational twilight meeting provided education to growers about early season management of fruit diseases and insect pests. A pruning demonstration and twilight meetings were also offered to growers and home owners. Fruit growers were also provided assistance through farm visits and telephone and email answers to their questions. Growers were provided with opportunities for pesticide recertification credits.

#### Impacts

- *Growers improved overall knowledge of pest management in their fruit crops. Growers and home owners demonstrated improvement in their knowledge and skills in fruit tree pruning*

### Program# 4: Education for landscapers

Educational seminar offered to landscapers on different topics of interest

#### Impacts:

- *75% of the participants indicated their intentions to make changes in planting and care of plants, 60 % in selecting and purchasing nursery stock, 55 % in scouting for new insect pest pests, and 65% in how they dealt with customers*

### Program # 5: Master Gardener activities in the county

Coordinated Master Gardener volunteers in projects providing citizens with education, information and service.

- Reached more than 100 adults and children, including 30 special needs children with gardening education and information. Projects include: Kids Can grow program(25 children participated in a 5 week gardening program), Barrington middle school after school gardening project, Dover House of Girls, Madbury Kids are growing project, Rochester Child development Center, Mast Way school, Lee.

**Program # 6: Assistance to home owners;** *Responded to over 600 home owner requests and provided answers and recommendations on different gardens concerns. Some home owners received one on one assistance.*

## NUTRITION CONNECTIONS PROGRAM

David Leonard, Educational Program Coordinator

*Nutrition Connections* consists of two federal nutrition initiatives: **EFNEP** (Expanded Food & Nutrition Education Program) and **FSNEP** (Food Stamp Nutrition Educ. Program) whose key missions are:

- **Provide life skills education to low-income audiences** in food budgeting/shopping, nutrition, cooking, food safety, and fitness.
- **Combat the growing epidemics of obesity and type 2 diabetes** whose total public health cost is currently \$217 billion a year.

*Nutrition Connections* works with individuals and families in their homes, groups at social-service agencies, family day care providers, and school children at income-eligible schools.

### Major Program Impacts for 2005

#### 1. Adults

- **128 adults**, representing 330 total family members, completed 4-session food/nutrition series in groups or as individuals (in-home sessions) to learn how to eat better for less, control weight, and reduce the risk of chronic diseases and food-borne illness. Partnering agencies included **Community Partners, Avis-Goodwin Community Health Ctr., Early Head Start, and Wentworth-Douglass Hospital.**
- **Impact highlights:** **87%** of adult graduates improved in one or more key practices such as **reading nutrition labels** and **selecting healthy foods**; **63%** showed improvement in two or more practices. They also increased their combined fruit and vegetable intake from an average of **3.5 servings ON ENTRY** to **5.9 servings ON EXIT**, a **68% increase**.

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2670 food stamp households in the county received 3 issues of the *Smart Choices* nutrition and food shopping newsletter.

## 2. Children

419 elementary school children learned how to make healthier food choices, improve dietary diversity, and become more active through 5-session nutrition series at **Maple St. and Allen Schools** (Rochester), **Hilltop School** (Somersworth), **Milton Elementary School**, **Valley View School** (Farmington), and **Somersworth Youth Safe Haven**.

**Impact highlights:** 86% of student participants improved their **dietary diversity**. 96% improved their knowledge of **basic nutrition**, 95% increased their ability to select **low-cost, nutritious foods** and 92% improved their **food safety & preparation practices**.

200 preschoolers at 8 Head Start centers attended 4-session nutrition series and learned about the 5 Food Groups in *MyPyramid* and the importance of eating "lots of different foods", especially fruits and vegetables.

3. **County Employee Walking Program:** Some 60 county employees: participated in this annual month wellness initiative (May-October) jointly sponsored by UNHCE and Strafford County Commissioners who provide free pedometers. Most participants have gone on to make increased physical activity a permanent part of their lifestyle.

### Distance Education Activities

Strafford County/UNH Cooperate Extension facilitated the downloading and taping of **10 satellite conferences** for UNHCE (**Better Kid Care** series), DHHS, and county corrections in the areas of family development, vaccination updates, and correctional management. A total of **86 people** attended the satellite conferences. Examples:

- *Better Kid Care* Series (Penn State): Child Care providers earn licensing credits.
- *Immunization Update* (DHHS)
- *Transition from Prison to Community* (County Corrections)
- *Graduated Sanctions* (Juvenile Probation and Parole Office)

### 4-H YOUTH DEVELOPMENT

Linda L. Willard, Educational Program Coordinator

### Youth Development

- Development of SC's three Horse Competitions; quiz bowl, Hippology and horse judging.
- Annual Awards Ceremony attended by 100 youth, families, leaders and invited officials.
- Promoted State and National Achievement Awards; two applications were received. One was awarded a state achievement medal and she will be attending National Congress 11/05.
- New Workshops; 4-H on Stage, Journaling, Ice Fishing, Poultry/egg decorating, etc.
- County Activities Day Workshop and Counties Activities Day. The workshop was attended by 24 SC youth their parents and leaders. CAD was attended by 30 SC youth.
- Fashion Revue, Fashion Selection, Fashion Show and Talent Show, participating were 12 youth from SC. Focus on Fashion trip to NYC attended by Jennifer Littlefield.
- Maple Sugaring Day with 70 4-H youth and home schooled families; with Don Black, from CE.
- Operation Military Kids; support of OMK continues; reintegration meetings, the new mobile technology lat Camp Purple, a summer camp for military youth.



# STRAFFORD COUNTY 2005 ANNUAL REPORT

- Bluebirds House building in conjunction with the Cocheco River Watershed Coalition-12 youth attended. W later placed on the County Trail by 4-H youth and physically and developmentally challenged youth from Strafford County Childcare Center.
- Kids Can Grow pilot gardening project with Geoffrey Jewett; involved Master Gardener's and approx 23 4-H youth, their club leaders and families
- State Activities Day; youth 12 and over participating; 12 youth from SC who had qualified for this event by participating in their County event held earlier in the year, participated.
- Teen Conference; 15 youth attended.
- County Records; 12 youth submitted County records for judging.
- 2005 Rochester Fair- 4-H exhibit bldg showcased 12 Club exhibits, 15 Educational exhibits, the Sea Grant Marine Docent exhibit, school tours, action exhibits and demonstrations, judging, Pie and Silent Auctions, E Advisory Council meeting and dinner. Also animal shows; sheep, goats, swine, working steer, dogs, poultry and dairy cattle.
- Press releases and/or press packets sent to media outlets on nearly all events held.

## Administration/Professional Development

- Attended Operation Military Kids Conference, Plus Time Conference, 4-H and Family Services Conference Governor's Conference on Volunteerism.
- 4-H proclamation made by our County Commissioners recognizing National 4-H week.
- Quarterly Newsletters mailed out to 4-H families and Strafford County schools.

## Volunteers-Leaders, Management, Recruitment

- Elizabeth Littlefield was invited and accepted the invitation to join the Strafford County Ext Advisory Council
- Kerri Scruton and Michelle Smith were invited and accepted as new members for the 4-H Adv Council. Col Foss 4-H youth leader was elected co-chair of the Strafford County 4-H Adv Council. Crystal Smith, 4-H youth was also invited to join this council.
- Added 7 new leaders, 7 new clubs and 78 new club members.

## FAMILY DEVELOPMENT

Ellen Rondina Paul, Extension Educator, Family & Consumer Resources

In response to the changing structure and needs of families, UNH Cooperative Extension's Family & Consumer Resources program addresses issues of concern to residents of Strafford County.

The Family & Consumer Resources Educator works to strengthen communities, individuals, youth and families by providing educational programming including workshops educational series, technical assistance, training for agencies/professionals, age paced newsletters and publications.

Current areas of focus include:

- Human Development: ex. parenting education
- Life Skills: ex. stress and anger management
- Quality Childcare
- Community Coalition Building
- Money/Resource Management

Met with Chrissy Schaefer, Child Life Specialist at WDH, to provide an educational inservice (**marketing**) on Cooperative Extension and our Cradle Crier/Toddler Tales program. Cradle Crier is a **Free** monthly newsletter for parents of newborns.

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- **Cradle Crier/Toddler Tales** program materials mailed:  
September @500 publications  
October @500 publications  
November @500 publications
- Presented **“Positive Discipline”** in LEAP, life skills program for TANF participants: This is a parenting class that focuses on learning positive discipline techniques.  
September 1 parent  
October 1 parent  
November 5 parents
- Provided **“Credit Check-up”** for one parent referred from Dover Housing Self Sufficiency program: This was a one-on-one session to help understand and analyze the individual’s credit report, and offer resources to help.
- **Better Kid Care** program via tape, held at WDH. Better Kid Care is a series of educational workshops for Child Care providers. – 4 providers
- **“Nutritional Tips for Toddlers”** –program for HUB parent group – 12 participants
- Food Safety programming by Alice Mullen: **“SAFE”** and **“ServSafe”** These programs are for restaurant staff in Strafford County.
- Sent 6 Extension Publications regarding **Child Safety** to Rochester Child Care Center to be copied and disbursed for their open house - @300 publications
- **“Fueling Your Active Lifestyle”** Nutrition and wellness program for Strafford County court employees (through the state EAP) – 8 participants
- Began **PASA**, a money management program, for Dover Housing’s Self Sufficiency program – 8 participants
- **UNH Cooperative Extension marketing:** spoke to Strafford County Adult and Elderly Wrap Around team re: what CE does and can do – 20 participants from 20 different social service agencies in Strafford County

### **FAMILY LIFESKILLS PROGRAM**

Robin McGlone

The Family Lifeskills Program provides the LEAP (Lifeskills for Employment, Achievement and Purpose) program to participants who are currently receiving Temporary Assistance to Needy Families (TANF) through the N.H. Department of Health and Human Services, Division of Family Assistance.

Within LEAP, we provide the skills necessary to balance work and family and the ability to deal successfully with issues that occur during the transition from assistance to employment and self-sufficiency. The 90-hour curriculum covers Personal Development, Parenting and Childcare, Food & Nutrition and Money Management. The program is also structured to increase a person’s support network, their self-confidence and to gain additional knowledge about their community and the resources it offers. We require the participants to be on time to class and daily attendance is important, along with respect of others.

We have participants identify barriers that they may be facing that could cause issues in the work force and then help them problem solve to be successful in the transition from welfare to work. Lack of transportation or



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driver's license, lack of childcare, homelessness, mental health issues, medical issues, domestic violence, alcohol and substance abuse, along with problems their children are facing are just a few of the barriers they deal with on a regular basis.

To increase a participant's knowledge base about resources available in their community, there are several agencies that are involved with the LEAP participants on a regular basis – for example: A Safe Place (domestic violence); Rochester Police Department (car seat safety); Nutrition Connections (food and nutrition); Family and Consumer Resources Educator (parenting and anger management); The HUB (variety of programs); Rochester Community Clothing Closet (free clothing); Community Partners (Ambitions Group and other services); Avis Goodwin Center (health care services) Strafford County Community Action (Head Start, child care, Fuel Assistance, Child Care Connections and Referral Services and the Self-Sufficiency program), Dress for Success (free business clothing) and NH-VT Consumer Credit Counseling (credit information). The Salvation Army allows the LEAP program to be housed in their building. They have a food pantry that participants can use and they provide meals from the soup kitchen three times a week, along with holiday food baskets.

During the past year I have worked with 55 families of which 46 families successfully completed LEAP. I have remained in contact with many of these families as they continue to use me as part of their support network.

An intern from the Social Work Department at U.N.H. observed a LEAP class for one month in order to see the dynamics of the program. She was interested in policy and procedure in the human service field. She felt it was important to have daily contact with the TANF population. She left the LEAP graduation and the three weeks of observation feeling very positive about the changes that each individual made in a short period of time.

LEAP participants have made social, emotional and financial gains after completing the program. I was instrumental in placing a LEAP participant in an AWEP (Alternative Work Employment Program) in the Child Support Unit of the Division of Family Assistance. She is currently enrolled in a local technical college where she will receive an accounting certificate in the spring of 2006. The decision to further her education was made while we visited the college as part of the community resource curriculum in LEAP.

From another participant who is currently employed as a medical assistant:

"....the first day of LEAP I found that I really liked it and that I had received a lot of information that I had no idea about. I found that the class would be a benefit to me not a wall that I would have to climb over to get something done. I have learned a lot on how I should be treating my children, I have seen that some of the ways that I have raised my children are not the best and there are other ways that I can get good results out of my kids instead of yelling and screaming at them all the time. I have also learned that you can meet great people at LEAP that really understand the things that you have been through, they are not there to judge you, they are there to help build your self-esteem, change things in your life for the better and to help you succeed. I thought that this program was just another bump in the road that the State was going to make me ride over and not get that great job as a Medical Assistant, but I was wrong. This class has given things that I would never get just with an Associates degree. Just because you have graduated from college does not make you know it all."

The majority of participants are able to identify at least one area of growth based on their participation in LEAP. Many of the participants are now working or participating in additional training or education programs. The encouragement they received from LEAP has significantly played a role in their achievements.

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## FOREST RESOURCES

Donald C. Black, Extension Educator, Forest Resources

### FOREST STEWARDSHIP ACCOMPLISHMENTS

- \*Woodland examinations: 25 landowners on 1689 acres.
- \*Weeding of forest stands: 2 landowners on 140 acres.
- \*Referrals to forestry consultants: 22 landowner on 1658 acres.
- \*Collaboration with forestry consultants and landowners on forest management and current use planning maps: six landowners on 545 acres planned.
- \*Forest access road laid out and/or completed: landowners for 24,000 feet (4.5 miles).
- \*Shade tree visits: 56 on site visits and phone call assists

### WORKSHOPS WITH YOUTH AND/OR ADULTS:

- Current use workshop at the Strafford Library with 4 attending.
- Planned and delivered the "Working Your Woodlot" event with Pohl, Dupere, Tarr and Huppe. 100 attended and the Urban Forestry Center.
- wild tree transplanting workshop for Cub Scout Troop 180 from Dover on the County Farm to the Courthouse landscape. 30 scouts were involved.
- tree obstruction removal from the Cocheco River with students from the Thompson School of Applied Sciences forestry program. 12 participants.
- educational and trash removal canoe and kayak trip on the Cocheco River with Commissioner Ron Chagnon. 32 participants.
- educational and trash removal canoe and kayak trip on the Branch River with co-sponsors Branch Hill Tree Farm and Moose Mountain Greenways with 95 participants.
- sugaring workshop for 70 4-H youth and adults in March.
- sugaring workshop for four Girl Scouts and two leaders in the office.
- chainsaw safety and maintenance workshop with Cullen and Nute at the Farm and Forest Expo with 20 attending.
- backyard maple sugaring with Sumner Dole with 44 attending.
- Moose Mountain Greenway educational event with 150 people attending.
- Two bluebird house installation workshops with seven people attending.

### NEWSTORIES AND TELEVISION PROGRAMS (initiated or wrote or had some involvement):

- multi-broadcast of the Cocheco River obstruction removal with TSAS forestry students - Channel 12, MetroCast Cablevision.
- Federally funded project aims to help local wildlife - Rochester Times.
- Rochester tree felled by fire was largest of its kind in state - Rochester Times.
- Leaf Mold - Foster's Daily Democrat.
- Canoe the Branch River on a two hour tour this Saturday - Rochester Times.
- Cocheco River Thanks - Rochester Times.
- Showing off her mussels - Rochester Times.
- Branch River Armada - Rochester Times.
- Rochester Times receives award from forestry group - Rochester Times.
- Several Cocheco cleanup projects in the works - Rochester Times.
- Tree Chugger - Foster's Daily Democrat.
- For the Birds - Foster's Daily Democrat.
- Local families teach the art of maple sugaring to others - Foster's Daily Democrat.
- Friends raise money to save Milton Library trees - Rochester Times.
- They hope Ospreys will call Milton Mills home - Rochester Times.
- Open Woods - Foster's Daily Democrat.

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- Groups hope to lure ospreys to Salmon Falls area - Rochester Times.
- Cocheco River Clean up - Foster's Daily Democrat.

## OTHER ACTIVITIES:

- collaborated with Lorie Chase on the \$100,000 grant for universal accessibility and a tree house with universal accessibility for the Cocheco River Trail. It was funded.
- working with Chase and Ellsmore on the \$293,000 grant for the City of Rochester to clean up the Cocheco River as it runs through the City from North Main Street to Route 125. It was funded. Provided technical assistance on the first phase of the project.
- working with Chase on an \$850,000 grant to clean up the Cocheco River from Farmington to Dover. It was not funded.
- cooperating with Anna Boudreau of Strafford River Conservancy on land conservation easements in Rochester and Dover.

CHAINSAW SAFETY and maintenance workshops: Six different occasions with 25 people.

## COCHECO RIVER TRAIL AND TREEHOUSE

Grant funding of \$100,000.00 was received under the U.S. Land and Water Conservation Act to build a universally accessible tree house and trail along the Cocheco River and at the Strafford County Farm. In keeping with the purpose of the conservation easement on County land, the project will allow a greater diversity of learning and recreational experiences for visitors. Using the existing trailway and providing new fishing and boating facilities as well as educational materials, the project will be completed in 2006. The grant project was written by Lorie Chase in the Strafford County UNH Cooperative Extension office.

## COCHECO RIVER WATERSHED COALITION

Lorie Chase, Grant Project Coordinator

The Cocheco River Watershed Coalition has completed seven years of water quality monitoring, cleanups, management planning, stream assessments, youth education, canoe trips and public education on the Cocheco River and its tributaries. This year, the Coalition has initiated biological monitoring of the river and published an environmental quality status report. We are completing a long term monitoring plan and a restoration plan for the river.

Recognized as a premier watershed group the Coalition was established with bylaws, elected officers and executive committee, and registered as a non-profit with the State of New Hampshire in 1999. Activities are coordinated by Lorie Chase, with generous office and educator staff support from UNH Cooperative Extension. Funding and technical assistance are provided by NH DES and other state and federal agencies.

Volunteers and watershed communities contribute their interest and resources to reach our goals: Communities regard the river as an asset, derive benefits from it, and foster its environmental health; Fish populations are healthy and indicate the well-being of ecosystems in the watershed; and Citizens have access to a clean river and develop a stewardship ethic regarding the watershed. We are always looking for interested citizens to join us for a variety of watershed activities.

Respectfully submitted:

*Don Black*

Don Black, Extension Educator  
County Office Administrator

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## STRAFFORD COUNTY DELEGATION ORIENTATION AND INFORMATIONAL MEETING MINUTES OF JANUARY 4, 2005

An Orientation and Informational Public Meeting of the Strafford County Legislation Delegation was held on Tuesday, January 4, 2005 at 9:00 a.m. at the Commissioners Conference Room of the William A. Grimes Strafford County Justice and Administrative Building. Board of County Commissioners Chairman Maglaras welcomed the new and returning members of the Delegation. No roll call was made, as this was not a mandatory meeting, but an informational meeting for interested parties. Present at the meeting were the following individuals:

PRESENT: Delegation Members: Jennifer Brown, Cataldo, Chaplin, Cilley, Creteau, Domingo, Goodwin, Grassie, Hofemann, and Schmidt.

Commission Chairman Maglaras gave a brief overview of County operations for the Delegation members present and explained how the budget process worked. Delegation members also met with County Attorney Janice Rundles, Sheriff Wayne Estes, Register of Deeds Leo Lessard, each of whom explained the various functions of their offices.

The group then took a tour of the County Complex, including the new Jail, and Riverside Rest Home, where they had lunch before ending the tour.

With no further business, the tour was ended, with the reminder that the Commissioners' Office could be contacted at any time with any further questions. Commission Chairman Maglaras also noted that the Commissioners' Proposed 2005 budget would be published by or before January 15, 2005.

Respectfully submitted,

Jean L. Miccolo  
Administrative Assistant



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## STRAFFORD COUNTY DELEGATION MEETING MINUTES OF PUBLIC HEARING OF JANUARY 27, 2005

A Public Hearing of the Strafford County Legislation Delegation was held on Thursday, January 27, 2005, at 7:00 p.m. in Courtroom II of the William A. Grimes Strafford County Justice and Administrative Building. Chairman Schmidt called the meeting to order at 7:00 p.m. Representative Twombly led the Delegation and Public in the Pledge of Allegiance, which was followed by a Moment of Silence. The Clerk then read the notice of the Public Hearing and Meeting, which was posted in three (3) public places and advertised in the local newspaper.

The Clerk then called the roll, which showed the following members present:

**PRESENT:** Berube, Bickford, Jennifer Brown, Julie Brown, Cataldo, Chaplin, Cilley, Creteau, Domingo, Dunlap, Easson, Goodwin, Grassie, Hilliard, Hofemann, Kaen, Knowles, Rollo, Rous, Schmidt, Snyder, Twombly, and Wall (23 of 36)

**EXCUSED:** Albert, Callaghan, Keans, Newton, and Kathleen Taylor (5)

**ABSENT:** Campbell, Heon, Hollinger, Johnson, Miller, Smith, Spang, Katherine Taylor, (8)

Also present were Strafford County Commissioners George Maglaras, Paul Dumont, and Ron Chagnon, County Attorney Janice Rundles, Sheriff Wayne Estes, County Administrator Ray Bower, Superintendent Warren Dowaliby, Jean Miccolo, Administrative Assistant, Maintenance Director James Gaunya, Don Black, Lorie Chase, and Linda Willard, UNH Cooperative Extension, Emily Sylvain, Strafford Nutrition Program, and Bruno Matarazzo, Fosters Daily Democrat, as well as several other members of the general public.

Chairman Schmidt opened the Public Hearing for comments on the Commissioners' Proposed 2005 Budget and welcomed everyone. He then asked Commission Chairman Maglaras to speak on the Commissioners' Proposed 2005 Budget. Commissioner Maglaras reviewed the budget briefly for the members of the public and noted that copies of the budget were available. Commissioner Maglaras commented on the budget, citing statements from the Commissioners' Budget Message. The Commissioners are proposing \$38,865,113 in expenditures, with no surplus, and revenues of \$20,186,019. The proposed amount to be raised by taxes is \$18,679,094, a \$2.4 million increase from the previous year's budget. The Commissioners look forward to working with the Delegation subcommittees' in a line-by-line review of the budget in the next month, prior to final approval in March. He noted that he would be happy to answer any questions on the budget, or regarding the County's operations.

Chairman Schmidt asked if any members of the public wished to speak, make comments, or ask questions on the Commissioners' Proposed Budget for 2005.

Emily Sylvain, Assistant Director of the Somersworth Housing Authority and director of the Strafford Nutrition Program, Meals on Wheels (MOW) spoke. She stated that for the past four years, the Strafford Nutrition Program has requested funding from the County in order to provide meals to the elderly and homebound in Strafford County. The initial request was to provide hot meals to 100 residents in the County. They are now serving 420 meals a day in all thirteen communities of the County, and are about to open a satellite site in Farmington to serve people in the northernmost part of the County. She thanked the Delegation and the Commissioners for having the foresight to fund this program, which enables people to obtain healthy meals at home. There are clients living on \$600 a month. Ms. Sylvain stated that it costs only \$4.72 per day for meals that help keep people out of the rest home and in their own homes. She also thanked the Contracted Social Service Agencies subcommittee for all the work they do in researching the funding requests and recommending appropriate allocations of County funds to the Delegation.

Chairman Schmidt asked if anyone else wished to speak on the Commissioners Proposed Budget for 2005. There being no one, the Chairman asked a second time if anyone members of the public wished to comment on the budget; again, there was no response. Chairman Schmidt asked a third and final time if there was anyone wishing to provide input or comments on the Commissioners' Proposed 2005 budget. There being no other comments or questions from members of the public, Chairman Schmidt declared the Public Hearing on the Commissioners Proposed 2005 budget closed.

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Chairman Schmidt opened the Delegation meeting and asked if any members of the Delegation wished to speak. There being none, he noted that everyone should have received a blue booklet with the names, addresses, and phone numbers of the Delegation members, as well as other County officials. This booklet also lists the Delegation subcommittees, with the Chairmen and members. He requested that the Chairmen of the various schedule their subcommittee members during the month of February, with final reports due by the last week in February, so that mailings could be sent to the Executive Committee for their meeting to hear the recommendations on March 4<sup>th</sup>. He also noted that if anyone has not notified the Administrative Assistant of their e-mail address, should they have one, to please do so in order to be notified of upcoming meetings. Representatives Wall and Creteau asked their respective subcommittee members to meet with them briefly at the conclusion of this evening's meeting.

Chairman Schmidt asked if there were any other questions or comments. Commissioner Maglaras gave a brief update on the status of the healthcare and Medicaid situation between the State and the Counties. At this point, they continue to try to work out a plan to provide services to residents in need, while trying to reduce Medicaid costs and the number of nursing home beds that are currently available. Representative Berube asked the Commissioners to notify the Delegation Chair of any bills in the Legislature that would affect the County, so that he would in turn, notify the members of the Legislative Delegation.

There was a lengthy discussion regarding the home and community based care programs in the County and around the State and how this helps to offset the number of residents requiring nursing home care. There was also discussion regarding the State's Department of Health and Human Services Granite Care Proposal.

Commissioner Maglaras stated the one of the reasons the amount to be raised by taxes had increased was due to a reduction in the estimated revenues from the State for the Bed Tax and the Proportionate Share Pool funds. The counties did not receive the amount estimated last year; and therefore, we did not want to inflate projections for this year.

Commissioner Maglaras introduced newly elected Commissioner Paul Dumont to the Delegation. Commissioner Dumont is back from a two-year hiatus from the Board of County Commissioners.

With no further business, the meeting adjourned at 7:50 p.m. on a motion by Representative Berube, seconded by Representative Twombly.

Respectfully submitted,

Anne Grassie, Clerk  
Strafford County Delegation

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## STRAFFORD COUNTY DELEGATION MINUTES OF PUBLIC MEETING OF MARCH 19, 2005

Chairman Schmidt called the Public Meeting of the Strafford County Delegation to order at 9:00 a.m. Representative Knowles led the Delegation in the pledge of allegiance to the flag, which was followed by a moment of silence. Clerk Grassie read the Notice of the Public Meeting and called the roll, which showed the following members present:

**PRESENT:** Berube, Bickford, Julie Brown, Callaghan, Cataldo, Chaplin (arrived at 10:30), Domingo, Dunlap, Goodwin, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Keans, Knowles, Rollo, Rous, Schmidt, Snyder, Twombly, and Wall (23 of 36).

**EXCUSED:** Smith, Kathleen Taylor, Katherine Taylor, (3).

**ABSENT:** Albert, Jennifer Brown, Campbell, Cilley, Creteau, Easson, Hollinger, Miller, Newton, and Spang (10).

It was noted that newly elected Representative Larry Brown was also present for the meeting. Also present were Commissioners Maglaras, Dumont, and Chagnon, Administrator Raymond Bower, County Attorney Janice Rundles, Sheriff Wayne Estes, Register of Deeds Leo Lessard, Superintendent Warren Dowaliby, Maintenance Director Jim Gaunya, Jean Miccolo, Administrative Assistant, Ken Robichaud, Administrator's Assistant, Bambi Miller Soil Conservation District, Claudette Boutin, Homemakers of Strafford County, Bruno Mattarazzo, Fosters Daily Democrat, and several other members of the public.

Ratify Tax Anticipation Note Borrowing of Eleven Million Dollars (\$11,000,000) for the First Six Months of 2005

Chairman Schmidt noted that at the Executive Committee meeting, Representative Easson brought to the attention of the Committee that the meeting and minutes of the December 8, 2004 were not valid, as the meeting was held with the 2003-2004 Executive Committee and that Committee no longer existed with the swearing in of the new Delegation (State Representatives) on December 1, 2004. Therefore, the Delegation is being asked to ratify the Tax Anticipation Note Borrowing of Eleven Million Dollars (\$11,000,000) for the first six months of 2005. This will ensure that the County will meet its financial obligations prior to receipt of tax monies from the cities and towns in December. Chairman Schmidt noted his thanks to Representative Easson for bringing this matter to the attention of the Executive Committee.

Representative Brown motioned to ratify borrowing in anticipation of taxes \$11,000,000 for the first six months of 2005. Representative Kaen seconded the motion and it was accepted unanimously on a roll call vote as follows:

**YEAS:** Berube, Bickford, Julie Brown, Callaghan, Cataldo, Domingo, Dunlap, Goodwin, Grassie, Heon, Hofemann, Johnson, Kaen, Keans, Knowles, Rollo, Rous, Schmidt, Snyder, Twombly, and Wall (21).

**NAYS:** None.

**NOT PRESENT:** Chaplin, Hilliard

### Report and Recommendation of General Government Subcommittee

The next item on the agenda was the report and recommendation of the General Government Subcommittee by Representative Creteau. Representative Creteau was unavailable to give the report, so Chairman Schmidt asked Administrator Bower to give the report on her behalf. Administrator Bower reported that this Subcommittee met with the appropriate department heads and elected officials to review their respective budgets, including the Registry of Deeds, UNH Cooperative Extension, Soil Conservation District, Administration, J&A Maintenance, Court Jester Cafe, Interest on Temporary Loan, Health and General Insurances for J&A and RRH, County Convention, Employee Appreciation, Tuition Assistance, and Contingency. He noted that it was the unanimous vote of the subcommittee and the Executive Committee to approve the Commissioners Proposed budget, as follows:



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<u>Department</u>	<u>Amount</u>
4100 - Administration:	305,367.00
4120 - Registry of Deeds:	562,612.00
4160 - J&A Maintenance:	360,978.00
5131 - Court Jester Café:	72,729.00
8360 - UNH/Strafford County Cooperative Extension:	184,829.00
8361 - Strafford County Conservation District:	56,200.00
*9100.401 - Interest on TANs & BANs and Temporary Loan	373,242.00
9200.451 - Health Insurance - J&A:	1,543,646.00
9200.452 - General Insurances - J&A:	156,758.00
9370 - County Convention:	9,000.00
9400 - Employee Appreciation:	3,000.00
9401 - Tuition Assistance:	5,000.00
9402 - Drug Court Grant Match:	50,000.00
9900 - Contingency:	20,000.00
**9500.451 - Health Insurance - RRH:	2,605,552.00
**9500 - General Insurance - RRH:	<u>33,674.00</u>
Total General Government:	6,342,587.00

\*The Revenue, Capital Expenditures and Special Projects Subcommittee also approved this line item in concept.

\*\*The Riverside Rest Home Subcommittee also approved these line items in concept.

Representative Brown motioned to accept the report and recommendation of the General Government Subcommittee, as approved by the Executive Committee. Seconded by Representative Wall and approved unanimously in the amount of \$6,342,587.00.

## Report and Recommendation of Human Services Subcommittee

Representative Hofemann presented the report and recommendation of the Human Services Subcommittee. He reported that his Subcommittee met with Human Service Director Cheryl Moulton and Ray Bower, County Administrator. The Subcommittee reviewed the budget, line by line. The proposed budget follows the guidelines set up by the State for elder care and board and care of children. These costs are State-mandated and the County is required by law to pay. The line item for Program Enhancement is for the 6% Funds received from the State for diversion and incentive programs. The expenses from this line are totally offset by funding received from the State for these programs. Representative Hofemann stated that it was the consensus of the Subcommittee to accept the proposed recommendation of the Commissioners for the Human Service Department budget, and the Executive Committee approved this recommendation, as follows:

<u>Department</u>	<u>Amount</u>
4190 - Human Service Department	7,428,103.00

Representative Heon motioned to accept the recommendation of the Human Services Subcommittee, as approved by the Executive Committee. Seconded by Representative Wall and approved unanimously in the amount of \$7,428,103.00.

## Report and Recommendation of Contracted Social Service Agencies Subcommittee

Representative Brown presented the report of the Contracted Social Service Agencies Subcommittee. The Subcommittee met with representatives from each of the thirteen agencies requesting funding from the County and reviewed their requests. Each agency explained their specific programs and their financial requests for the Subcommittee. Representative Brown stated that the Subcommittee recommended the amount of \$480,560, \$23,098 more than proposed by the Commissioners. She noted that this is the amount that was unexpended by agencies in 2004 and the Subcommittee wished to re-allocate that amount for use in 2005.



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Representative Brown noted that the vote was unanimous in favor of the amounts listed below for eleven of the agencies; it was 4-1 for Avis Goodwin and unanimous in voting against funding for Cochecho Valley Humane Society. She stated that the overall vote was 4-1 to make the following recommendations for allocations for Contracted Social Service Agencies to the Executive Committee and Delegation.

In response to a question from Representative Johnson regarding the carryover of funds from 2004 to 2005, Administrator Bower stated that the best way to handle this carryover of unused funds was to let it lapse for 2004 and bring it forward as a surplus for 2005, to be used toward the total budgeted amount. This amount would be added to the total amount allocated for the Contracted Social Service Agencies.

Representative Johnson motioned to add \$30,000 to fund the Cochecho Valley Humane Society (CVHS). The motion failed for lack of a second. Representative Knowles noted that he appreciated the effort by Representative Johnson to fund CVHS. This matter was discussed at the Executive Committee meeting and it was decided that the Chairman would look into moving the review of the CVHS funding requested to another subcommittee that would be more appropriate. The Contracted Social Service Agencies subcommittee generally reviews human service agency requests. The thought was that the General Government Subcommittee might be more appropriate as they review requests from Resource Agencies. Chairman Schmidt stated that he would be reviewing this suggestion.

Representative Wall motioned to accept the report and recommendations of the Contracted Social Service Agencies Subcommittee, as listed below, totaling \$480,560, and as approved by the Executive Committee; seconded by Representative Heon and accepted unanimously on voice vote.

Contracted Social Service Agency	2004 Budget	Agency Request	2004 Balance	Subcommittee Recommendation	Total Allocation
Cocheco Valley Humane Society	0.00	80,000.00	0.00	0.00	0.00
Homemakers of Strafford County	80,000.00	90,000.00	3,964.00	76,036.00	80,000.00
Avis Goodwin Health Clinic	45,000.00	69,000.00	0.00	48,484.00	48,484.00
Southeastern New Hampshire	25,000.00	30,000.00	2,083.00	22,917.00	25,000.00
Strafford Nutrition Program	40,000.00	55,000.00	0.00	55,000.00	55,000.00
Great Bay Services	6,386.00	6,641.00	1,596.00	3,404.00	5,000.00
Strafford County Child Care Assoc.	46,000.00	56,000.00	1,809.00	54,191.00	56,000.00
Seacoast Task Force-A Safe Place	15,000.00	25,000.00	3,750.00	11,250.00	15,000.00
Seacoast Hospice	18,576.00	18,576.00	0.00	18,576.00	18,576.00
Your VNA	66,000.00	70,000.00	9,896.00	47,104.00	57,000.00
Dover Adult Learning Center	32,500.00	33,000.00	0.00	32,500.00	32,500.00
Community Partners	15,000.00	15,000.00	0.00	15,000.00	15,000.00
Strafford County Community Action	68,000.00	73,000.00	0.00	73,000.00	73,000.00
Totals	457,462.00	621,217.00	23,098.00	457,462.00	480,560.00

## Report and Recommendation of Revenues and Capital Expense Subcommittee

Representative Kaen reviewed the report and recommendations of the Revenues, Bonded Debt and Capital Expense Subcommittee. The Subcommittee met with appropriate department heads and elected officials to discuss their budgets and revenue projections. Representative Brown motioned to approve the report and recommendations of the Revenues and Capital Expense Subcommittee as presented and approved by the Executive Committee, and as listed below. Representative Kaen seconded the motion and it was accepted unanimously.

Account Name: Expenses/Revenue Line	Amount
9100 - Interest on Bonded Debt-RRH:	59,636.00
9100 - Principal on Bonded Debt-RRH:	226,050.00
9100 - Interest on Bonded Debt-Courthouse:	1,046,681.00
9100 - Principal on Bonded Debt-Courthouse:	1,183,950.00
9902 - **Capital Expenditures - Registry of Deeds:	70,000.00
9902 - **Capital Expenditures - J&A Building - Non-Bonded Items	93,693.00

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Account Name: Expenses/Revenue Line	Amount
9902 - **Capital Expenditures - RRH- Non-Bonded Items	<u>116,155.00</u>
Total Expenditures:	2,796,165.00
Anticipated Revenues:	20,186,019.00
9100 - *Interest/ Costs for TANs & BANs	373,242.00

\*The General Government Subcommittee approved this line item expenditure.  
 \*\*The Riverside Rest Home Subcommittee also approved these line items in concept. This figure includes the additional \$27,000 for the walk-in freezer.

Report and Recommendation of Criminal Justice Subcommittee

Representative Berube gave the report of the Criminal Justice Subcommittee. The Subcommittee met and reviewed the following budgets: County Attorney, Domestic Violence Unit, Sheriff's Office, Dispatch Center, Medical Examiner, Department of Corrections, Community Corrections, Academy Program, HOC Laundry, Jail Industries Program, and Jail Industry Contracts. Representative Berube stated that Strafford County has one of the most advanced and aggressive criminal justice systems in the State of New Hampshire. Many new programs have been implemented to help keep the costs of housing people in jail to a minimum and assist people in getting more of the help they need, rather than incarcerating them. Representative Berube noted that the Subcommittee reviewed each budget, line by line, and voted unanimously to accept the Commissioners Proposed budgeted amounts. These recommendations were accepted and approved by the Executive Committee, as follows:

Department	Amount
4110 - County Attorney's Office	959,200.00
4102 - Domestic Violence Unit	414,776.00
4140 - Sheriff's Department	1,031,453.00
4141 - Dispatch Center	345,806.00
4150 - Medical Examiner	23,000.00
6100 - Department of Corrections	4,633,744.00
6102 - Community Corrections	364,369.00
6103 - Academy Program	62,400.00
6104 - HOC Laundry	136,844.00
6130 - Jail Industry Programs	129,040.00
6140 - Jail Industries Program	<u>1.00</u>
Total Approved:	8,100,633.00

Representative Rollo motioned to accept the report and recommendations of the Criminal Justice Subcommittee and as approved by Executive Committee in the amount of \$8,100,633. Representative Hilliard seconded the motion and it was accepted unanimously on voice vote.

Report and Recommendation of Riverside Rest Home Subcommittee

Representative Wall gave the report of the Riverside Rest Home Subcommittee. The Subcommittee met with Riverside Rest Home (RRH) Administrator Bower, who reviewed the budget for them department-by-department and line-by-line. She noted that the Subcommittee also reviewed an additional capital expenditure request by the Commissioners for a new walk-in freezer estimated at a cost of \$27,000. The original walk-in freezer was purchased in 1989, and based on an estimate for repair, it could last one year or it could last five years. The Commissioners decided to get quotes on a new freezer and ask the Delegation for approval to add this amount to the 2005 Capital Expenditures section of the budget, therefore increasing the bottom line of the budget by this amount. The Subcommittee approved this request. Representative Wall reported on the status of the Medical Nursing Assistant (MNA) program She also noted that Representative Cataldo met with MIS Director Roger Smith and reviewed the County's management information system. Representative Wall stated that the MIS Director's office is no bigger than a closet and needs to be expanded. We are looking to move his office into

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the Courthouse when those renovations take place. She noted that the MIS Director is also planning a County-wide phone system. If done as planned, this will reduce the cost of the telephone expense in the County.

Representative Wall stated that the Subcommittee voted unanimously to approve the following amounts, as proposed by the Commissioners and approved by the Executive Committee:

Department	Amount
5100 - Administration	1,014,136.00
5102 - Management Information Systems	284,083.00
5120 - Purchasing	91,825.00
5130 - Dietary	1,538,924.00
5140 - Nursing	6,439,890.00
5141 - Socio-Behavioral Unit	1,060,908.00
5145 - Resident Services	76,072.00
5150 - Maintenance	883,752.00
5160 - Laundry & Sewing	361,260.00
5170 - Housekeeping	647,112.00
5180 - Physician & Pharmacy	177,100.00
5190 - Staff Development	131,055.00
5191 - Physical Therapy	320,316.00
5192 - Activities	408,602.00
5193 - Occupational Therapy	36,417.00
5195 - Social Services	<u>268,711.00</u>
Subtotal:	13,740,163.00
Capital - Walk-In Freezer (addition to budget)	<u>27,000.00</u>
Total Approved:	13,767,163.00
9500 - *Insurances - RRH	2,639,226.00
9902 - *Capital Expenditures	116,155.00

\*These items are reviewed by this Subcommittee; however, recommendation for approval is made by the General Government and the Revenues, Capital Expenditures Subcommittees.

Representative Berube motioned to accept the report and recommendations of the Riverside Rest Home Subcommittee as approved by the Executive Committee. The motion was seconded by Representative Hilliard and approve unanimously.

Chairman Schmidt then asked Administrator Bower to give an update on the medical expenses the County has incurred for an inmate at the House of Corrections. Administrator Bower distributed an updated memorandum that was given to the Executive Committee, outlining the expenses that have been incurred to date for this inmate. Since the inmate is now back at the House of Corrections, and doing well, we do not, at this time, anticipate any further major medical expenses. The County was able to keep some of the costs to a minimum by providing a portion of the care and security for the inmate through our own services. We are still in the process of requesting a transfer of this inmate to a Federal facility, whereupon the Federal government would pick up any further expense, as the charges are drug-related. If the Feds take over the case, they will assume the medical expenses at that time; until that time, he is the County's responsibility. There was further discussion on this matter. Representative Bickford asked whether the County had requested reimbursement from the Drug Recovery Program to help offset these expenses. Commissioner Maglaras responded that we are looking into whether the County is entitled to receipt of any of these funds or not.

Administrator Bower asked the Delegation to approve the Commissioners' request to add \$160,244 to the County budget as per the attached memorandum and as listed below, and as endorsed by the Executive Committee, with a slight modification in the amount for adjustments in actual costs to date:

Portsmouth Hospital	\$88,608.00
Wentworth-Douglass Hospital	24,906.00



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Security – Sheriff & House of Correction	20,000.00
Rehabilitation Facility	5,270.00
Medical Follow-up	2,000.00
Miscellaneous Expense (ambulance, X-rays, etc.)	2,000.00
Pharmacy	3,000.00
Future Undetermined Medical Care Estimate	<u>15,000.00</u>
 Total Estimated Costs	 \$160,244.00

## Motion to Approve Total Expenditures, Total Revenues, Surplus, and Amount to be Raised by Taxation

Representative Brown motioned to accept amount of total expenditures for 2005 in the amount of \$39,075,455, as proposed by the Commissioners, recommended by the Subcommittees, and approved by the Executive Committee, with the amendments so noted and approved at this meeting, as follows:

General Government Subcommittee Recommendation:	6,342,587.00
Human Service Department Subcommittee Recommendation:	7,428,103.00
Contracted Social Service Agencies Subcommittee Recommendation:	457,462.00
Revenues & Capital Expense Subcommittee Recommendation: Expenses	2,796,165.00
Criminal Justice Subcommittee Recommendation:	8,100,633.00
Riverside Rest Home Subcommittee Recommendation:	13,740,163.00
Subtotal Per Commissioners Approved Budget	38,865,113.00
Additional Amount for Contracted Social Service Agencies	23,098.00
Additional Amount for Medical Expenses for Inmate as per attached Memo	160,244.00
Additional Amount for Walk-In Freezer Capital Expense	<u>27,000.00</u>
 Total Expenditures Approved by Subcommittees:	 39,075,455.00

Representative Wall seconded the motion and it was approved on a roll call vote as follows:

YEAS: Berube, Bickford, Julie Brown, Callaghan, Cataldo, Domingo, Dunlap, Goodwin, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Keans, Knowles, Rollo, Rous, Schmidt, Snyder, Twombly, and Wall (22).

NAYS: None.

NOT PRESENT: Chaplin

Representative Berube motioned to accept the amount of \$20,186,019 in revenues, \$23,098 in surplus, with a total amount to be raised by taxation of \$18,866,338, as follows:

Revenues & Capital Expense Subcommittee Recommendation: Revenues	20,186,019.00
Prior Year Surplus	<u>23,098.00</u>
Amount to be Raised by Taxation	18,866,338.00

Representative Wall seconded the motion and it was accepted unanimously by roll call as follows:

YEAS: Berube, Bickford, Julie Brown, Callaghan, Cataldo, Domingo, Dunlap, Goodwin, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Keans, Knowles, Rollo, Rous, Schmidt, Snyder, Twombly, and Wall (22).

NAYS: None.

NOT PRESENT: Chaplin

## Motion to Approve Minutes of January 27, 2005 Public Hearing, January 4 Orientation & Informational Meeting, & December 8, 2004 Organizational Meeting

Representative Rollo motioned to approve the minutes of January 27, 2005 Public Hearing, the January 4, 2005 Orientation and Informational Meeting, and the December 8, 2004 Organizational Meeting. Representative Hilliard seconded the motion and it was approved unanimously by voice vote.



# STRAFFORD COUNTY 2005 ANNUAL REPORT

## Other Business That May Legally Come Before the Delegation

Chairman Schmidt asked Commissioner Maglaras to provide an update on the status of the Medicaid issues between the State and the Counties. Commissioner Maglaras provided a detailed report on this matter for the Delegation. He noted that the Counties' obligation to pay its share of 25% of the Medicaid costs ends on June 30, 2005; the Counties continue to work diligently with the State to work out a solution to this matter prior to that date that will be economical for both entities, and continue to provide the assistance necessary to the elderly in the State. State Health and Human Service Commissioner Stephen has proposed cutting 500 nursing home beds in the State in order to reduce costs, as part of his Granite Care proposal. He also noted that the Federal Government's Center for Medicaid/Medicare Services (CMS) has declared that New Hampshire's receipt and use of the Proportionate Share Pool (PSP) money to offset the budget is illegal and the State will no longer be receiving these funds; the money will come directly to the Counties. Commissioner Maglaras noted that this proposal changes almost on a daily basis and he promised to keep the Delegation apprised of the situation as it develops, as this may affect the County budget. There was further discussion on this matter.

Representative Domingo noted that the Community Work Release program has provided several hours of inmate work to the City of Dover, as well as other communities. This program is working very well and benefits both the communities and the inmates. He thinks it is a wonderful program and encouraged other communities to take advantage of it.

With no further discussion, Representative Brown motioned to adjourn the meeting at 10:35 a.m. Seconded by Representative Callaghan and accepted unanimously on voice vote.

Respectfully submitted,

Anne Grassie, Clerk

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## JOINT MEETING OF THE STRAFFORD COUNTY SENATORS AND STRAFFORD COUNTY DELEGATION MINUTES OF PUBLIC MEETING OF JUNE 29, 2005 CONCORD, NEW HAMPSHIRE

The joint meeting of the Strafford County Senators and the Strafford County Delegation was called to order at the noon recess at the State House in Concord, New Hampshire on Wednesday, June 29, 2005 by Delegation Chairman Schmidt Clerk Grassie read the Notice of the Public Meeting and called the roll, which showed the following members present:

**PRESENT:** Berube, Bickford, Jennifer Brown, Julie Brown, Larry Brown, Callaghan, Cataldo, Chaplin, Cilley, Creteau, Domingo, Dunlap, Easson, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Keans, Knowles, Miller, Rollo, Rous, Schmidt, Snyder, Spang, Kathleen Taylor, Twombly, and Wall (30 of 40)

**EXCUSED:** Campbell, Goodwin, Hollinger, Newton, Smith, Katherine Taylor, Senators Boyce, Estabrook, Green, Kenney (10)

1. Pease Development Authority Candidate Recommendation: Chairman Schmidt noted that the Delegation had nominated Mr. Tony McManus to the Governor, Speaker and President last year at this time. There was no response nor appointment made by Governor Benson's office at that time, therefore, the current representative, Mr. Art Nickless agreed to stay on and continue serving as the County's representative until another nominee was appointed. The Pease Development Subcommittee met prior to this meeting and voted to re-nominate Mr. Tony McManus to serve as the Strafford County representative on the PDA and make this recommendation to the Strafford County Delegation and Senators for approval. The vote was 8 to 3.

Chairman Schmidt opened the matter for discussion. Several representatives spoke to the matter. After a lengthy discussion, Representative Hofemann motioned to nominate Mr. Tony McManus to serve as the Strafford County Pease Development Authority Representative. The motion died for lack of a second. Representative Hilliard motioned to re-open the nomination process, i.e., advertising for interested applicants for the position, interviewing them, and presenting a candidate to the Full Delegation for approval. Representative Bickford seconded the motion. Representative Wall amended the motion to add that the Chairman look into the advertising guidelines for such a position and run the ad for an appropriate length of time, after which time a meeting of the Subcommittee and then the Delegation would be called. Representative seconded the amendment to the motion. The motion to re-open the nomination process passed, 18 to 11, as follows:

**YEAS:** Bickford, Jennifer Brown, Larry Brown, Cataldo, Cilley, Easson, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Miller, Rollo, Rous, Snyder, Spang, and Wall (18 of 29)

**NAYS:** Berube, Julie Brown, Callaghan, Chaplin, Creteau, Domingo, Dunlap, Keans, Knowles, Schmidt, and Kathleen Taylor (11)

**ABSENT:** Twombly (1)

2. Approve Minutes of Delegation Hearing and Meeting of March 19, 2005: Representative Easson motioned to approve the minutes of the March 19, 2005 Delegation Hearing and Meeting. Representative Cataldo seconded the motion and it was approved unanimously by voice vote.

With no further business, Representative Cataldo motioned to adjourn the meeting. Seconded by Representative Berube and approved unanimously on a voice vote.

Respectfully submitted,

Anne Grassie, Clerk  
Strafford County Delegation

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## JOINT STRAFFORD COUNTY SENATORS/DELEGATION MINUTES OF PUBLIC HEARING AND MEETING OF SEPTEMBER 13, 2005

The public hearing and meeting of the Joint Strafford County Senators and Delegation was called to order at 7:10 p.m. on Tuesday, September 13, 2005 by Chairman Schmidt in Superior Courtroom I, Second Floor of the William A. Grimes Strafford County Justice & Administration Building, County Farm Road, Dover, New Hampshire. The Delegation recited the Pledge of Allegiance, led by Representative Cataldo, followed by a moment of silence. The Clerk then read the meeting notice and called the roll. The following members were present:

**PRESENT:** Berube, Bickford, Jennifer Brown, Julie Brown, Larry Brown, Cataldo, Cilley, Creteau, Dunlap, Easson, Goodwin, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Keans, Knowles, Rollo, Rous, Schmidt, Snyder, Kathleen Taylor, Katherine Taylor, Twombly, and Wall (27 of 40)

**EXCUSED:** Albert, Callaghan, Campbell, Chaplin, Domingo, Miller, and Smith (7)  
Senators Boyce, Estabrook, Green, and Kenney (4)

**ABSENT:** Hollinger, Newton, and Spang (3)

Also present were Commissioners George Maglaras and Paul Dumont, Administrator Ray Bower, County Attorney Janice Rundles, Sheriff Wayne Estes, Administrative Assistant/Deputy Treasurer Miccolo, Superintendent Warren Dowaliby, Paul Nason, Clerk of the Works, Attorney Donald Gartrell of Gartrell, Callahan, and Gallagher, Michael Brown, Director of Maintenance, Ken Robichaud, Administrator's Assistant, Ray Martineau, Martineau's Electric, and Mayor Scott Meyers, City of Dover

Chairman Schmidt opened the public meeting of the Senators and Delegation to receive input on the nomination of the Strafford County PDA Representative.

1. Receive Recommendation from Subcommittee and Executive Committee on the Strafford County Pease Development Authority Representative Nomination to Governor Lynch, Speaker of the House and President of the Senate: Chairman Schmidt reported on the Pease Development Authority Subcommittee's meeting and recommendation to the Executive Committee. He noted that none of the County Senators were available to attend tonight's meeting. The Subcommittee interviewed three (3) candidates for the Strafford County PDA representative position; those being: Attorney Anthony McManus, Attorney Robert Fisher, and Mr. George Reif. It was the consensus of the Subcommittee to recommend Attorney Tony McManus to the Delegation as our nominee to the Governor, Speaker of the House, and Senate President, to serve as Strafford County's representative on the PDA. The Executive Committee approved this recommendation for presentation to the Senators and Delegation for approval. Representative Rollo motioned to place the name of Attorney Anthony McManus before the Governor, President of the Senate and Speaker of the House for approval and appointment. The motion was seconded by Representative Berube and was approved unanimously by voice vote. There was some discussion on the recommendation. Representative Cataldo asked if any of the candidates were present at this evening's meeting. None were present. Representative Rous asked why the Subcommittee thought Mr. McManus would be the best person to serve the County in this position. Representative Rollo responded to the question, stating that all three candidates were excellent and would have served the County well; however, Mr. McManus appeared to be the most qualified. He also noted that the vote of the Subcommittee was not unanimous, but they came to a consensus of opinion to recommend Mr. McManus for the nomination. Representative Wall noted that all of the candidates were excellent and she felt one of the other candidates would have also been a good representative for the County; however, it was the consensus to recommend Mr. McManus. She recommended that the representative make an annual report to the Delegation on the status of the PDA, as well as reports and updates on any issues that are of importance to Strafford County. Chairman Schmidt noted that this was discussed and requested of the candidates. Representative Bickford asked for the voting results of the Subcommittee meeting. The final vote was 6 to 2.

Representative Berube asked if letters of notification would be sent to the candidates, as well as the letter of nomination to the Governor, Speaker, and President. Chairman Schmidt responded that this would be done, upon acceptance of the motion by the Delegation.

The motion to nominate Mr. Tony McManus as PDA Representative was called and passed by voice vote.



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2. Public Hearing on Supplemental Budget Request Chairman Schmidt invited Commissioner Maglaras to give a presentation on the Supplemental Budget Request, Capital Improvement Bond Request and Grant Requests. Commissioner Maglaras spoke to these issues and noted that the appropriate Subcommittees and the Executive Committee have all been briefed on these requests and approved them. The Supplemental Budget Request includes expenditure increases in the amount of \$1,045,000, revenue reduction in the amount of \$620,708, for a total supplemental budget request of \$1,665,708. (This was restated in order to clarify any questions regarding the advertisement that appeared in Fosters Daily Democrat newspaper). The Capital Improvement Bond request is for completion of criminal justice projects in the amount of \$1.2 million. The grants would have offsetting revenues and expenditures, and therefore have a negative impact on the budget's bottom line. They include the Justice Administration Grant (JAG) in the amount of \$83,768, the Cochecho River Trail Grants in the amount of \$200,000, the Lagoon Grant in the amount of \$27,375, and the Child Advocacy Center grant in the amount of \$50,000.

Chairman Schmidt opened the public hearing for comments and questions. Mayor Scott Meyers of Dover asked to address the Delegation. He noted that he is here as a citizen of Dover and the County, not on behalf of the City Counsel. Being one of the largest taxpayers to the County budget, the County's portion of the City's tax bill increased by 15% this year; with the Supplemental Budget, it will increase another 1% to 1.5%. He noted that Dover has already taken a hit by the State education funding formula. He stated that although he understands that the County is having problems, he requested the Delegation to look into the matter closely. It is going to be a tough year already, and with the increase in electric, oil and gas prices, it is going to be even more difficult for many citizens. These increases alone have increased Dover's budget by \$1 million. He offered any assistance that he could provide to the County to help in keeping the County taxes low. He noted that several Delegation members also serve their cities and towns, as well as the State, so they know the affect one governmental entity's actions have on another.

Chairman Schmidt expressed his appreciation to Mr. Meyers for attending the hearing this evening. He noted that the Delegation is very mindful of the effect this supplemental budget request will have on the cities and towns. He also stated that a large portion of this increase is due to expenditures that have been passed down from the State and that there is an effort in the Legislature to return approximately \$5 million to the Counties from the State's \$30 million surplus.

Chairman Schmidt asked if there were any other members of the public who wished to speak. There being none, he asked a third time if there was anyone wishing to speak. There being none, he declared the public hearing closed and opened the public meeting of the Delegation.

2. Approve Subcommittee Recommendations on Supplemental Budget and Approve Expenditure Increase of \$1,045,000 & Revenue Reduction of \$620,708, for a total Supplemental Budget Request of \$1,665,708: Chairman Schmidt asked for questions and discussion on that Subcommittees' reports and recommendations for the supplemental budget request. He noted that the Executive Committee had approved the request for recommendation of approval by the Delegation.

Representative Johnson asked for clarification on the color-coding on the document outlining the change orders for the Jail project.

The recommendation of the Human Service Department Subcommittee was to approve the requested increase in expenditures in the amount of \$745,000 to be allocated to the four State categorical program accounts in that budget to pay for unanticipated overages in those line items. Administrator Bower noted that these overages are due to pass-down costs from the State, increases in provider payments contained in the State budget, as well as an increase in usage of the services provided by the Old Age Assistance, Aide to Permanently and Totally Disabled, Elder Care, and Board of Care of Children lines in the Human Services budget.

There was some discussion regarding the request for an additional \$300,000 to pay for electrical work necessary at the rest home. The Subcommittee and Executive Committee both approved this recommendation.

Representative Cilley asked about use of the Contingency Fund to pay for the electrical work at Riverside Rest Home. Administrator Bower explained that there is only about \$5,000 in the Contingency Fund and the amount estimated to make the repairs and get a new generator are \$300,000. There was a question regarding



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bonding the work, which is an option; however, the Commissioners think it would be more financially prudent to pay for the work now.

In response to comments from Representative Keans, Commissioner Maglaras stated that the current electrical system at Riverside Rest Home is the original one installed when it was built, over 30 years ago. There is some aluminum wiring, which has been spliced; there are many new electrical devices, such as televisions in most rooms, air conditioners, computers, oxygen tanks, that have added to the electrical load. Representative Keans asked whether the HVAC contractor had noted that the system would not handle the additional air conditioning units before installing them. The response was not that was reported to us.

There was some further discussion regarding this matter and bonding it versus paying for it now, as far as the difference in Medicaid reimbursement for the work.

Representative Hilliard motioned to approve the Commissioners' request for a Supplemental Budget in the amount of \$1,665,708. Representative Twombly seconded the motion. The motion is broken down as follows:

Reduce Anticipated Revenues by \$620,708, from \$20,186,019 to \$19,565,311, as follows:

01.6040.000 Jail Revenues	Reduce by \$500,000, from \$2,762,025 to \$2,262,025
02.5083.000 PSP Reimbursement	Reduce by \$120,708, from \$278,092 to \$157,384

Increase Budgeted Expenditures by \$1,045,000, from \$39,075,455 to \$40,120,455, as follows:

01.4190.254 Old Age Assistance	Increase by \$18,900, from \$92,213 to \$111,113.
01.4190.255 Aid Permanently Totally Disabled	Increase by \$114,000, from \$784,846 to \$898,846.
01.4190.256 Elder Care	Increase by \$475,690, from \$5,044,574 to \$5,520,264.
01.4190.258 Board & Care of Children	Increase by \$136,410, from \$1,025,537 to \$1,161,947.

Total Increase of \$745,000 for these four (4) line items.

.02.9902.895 Nursing Home Electrical Project Increase by \$300,000 from \$0 to \$300,00

Increase Total Amount to be raised by Taxation by \$1,665,708, from \$18,866,338 to \$20,532,046.

Representative Johnson asked what the County was going to do with the generator, as they do not usually wear out. The generator will be moved to the Courthouse for use by the Sheriff's Office when it is relocated. It was noted that the generator has not failed; it is no longer adequate to meet the demands of the electrical load at the rest home. The Commissioners have been advised to get a 1000 AMP generator rather an 800 AMP in order to meet future demand.

There were some questions regarding the wiring at the Rest Home and Chairman Schmidt called upon Ray Martineau, of Martineau's Electric to respond to the more technical questions regarding the aluminum wiring and the generator. There was some discussion regarding the pricing and the time frame for completion of the work.

Representative Hilliard moved the question on the original motion to approve the Supplemental Budget Request as noted above. The motion passed on a roll call vote, as follows:

YEAS: Berube, Bickford, Jennifer Brown, Julie Brown, Larry Brown, Cataldo, Cilley, Creteau, Dunlap, Easson, Goodwin, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Knowles, Rollo, Rous, Schmidt, Snyder, Kathleen Taylor, Katherine Taylor, Twombly, and Wall (26 of 27)

NAYS: Keans (1)

4. Approve Tax Anticipation Note Borrowing of up to \$1,665,708: Representative Rollo motioned to authorize the County Commissioners to borrow in anticipation of taxes for the additional amount of \$1,665,708 in another round of tax anticipation notes. Representative Twombly seconded the motion and it passed unanimously by roll call vote, as follows:

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YEAS: Berube, Bickford, Jennifer Brown, Julie Brown, Larry Brown, Cataldo, Cilley, Creteau, Dunlap, Easson, Goodwin, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Keans, Knowles, Rollo, Rous, Schmidt, Snyder, Kathleen Taylor, Katherine Taylor, Twombly, and Wall (27 of 27)

NAYS: None

### 5. Approve Capital Expenditures Bond for Criminal Justice Projects of \$1.2 Million:

Representative Rollo motioned to authorize the County Commissioners to bond \$1,200,000 for criminal justice projects. Representative Berube seconded the motion and approved 25 to 2 on a roll call vote, as follows:

YEAS: Berube, Bickford, Jennifer Brown, Larry Brown, Cataldo, Cilley, Creteau, Dunlap, Goodwin, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Keans, Knowles, Rollo, Rous, Schmidt, Snyder, Kathleen Taylor, Katherine Taylor, Twombly, and Wall (25 of 27)

NAYS: Julie Brown and Easson (2)

### 6. Review and Approve Receipt of Grant Funds Representative Rollo motioned to accept the grant funds for the four (4) grants, as listed below:

Federal Justice Administration Grant (JAG)	\$ 83,768
Cocheco River Trail Grants	200,000
Lagoon Grant	27,375
Child Advocacy Center Grant	50,000

Representative Berube seconded the motion and it passed unanimously on a roll call vote, as follows:

YEAS: Berube, Bickford, Jennifer Brown, Julie Brown, Larry Brown, Cataldo, Cilley, Creteau, Dunlap, Easson, Goodwin, Grassie, Heon, Hilliard, Hofemann, Johnson, Kaen, Keans, Knowles, Rollo, Rous, Schmidt, Snyder, Kathleen Taylor, Katherine Taylor, Twombly, and Wall (27 of 27)

NAYS: None

### 8. Approve Minutes of Prior Delegation Meeting of March 19, 2005 and June 29, 2005

Representative Berube motioned to accept the minutes of the March 19, 2005 meeting of the Delegation. Representative Wall seconded the motion and it was approved on a voice vote. Chairman Schmidt that the minutes of the June 29, 2005 were not correct. He noted that the minutes should reflect that Representative Berube had motioned to recommend Mr. Tony McManus to the Delegation for the position of Strafford County PDA representation and that Representative Hofemann seconded the motion; however after some discussion, this motion was withdrawn. With this correction (the original minutes of this meeting will be corrected to reflect this correction), Representative Berube motioned to accept the minutes of the June 29, 2005 meeting, as amended. Representative Cataldo seconded the motion and it was approved on a voice vote.

### 9. Any Other Business Which May Legally Come before the Delegation

Chairman Schmidt asked for the Delegation's input on the decision to move budgetary review of any financial requests from the Cocheco Valley Humane Society from the Contracted Social Service Agencies Subcommittee to the General Government Subcommittee. After some discussion, Commissioner Maglaras noted that the Commissioners had agreed to move this responsibility from the CSSA Subcommittee to the General Government Subcommittee in the 2006 budgetary process, as this is a resource agency more than a human service agency. Therefore, this was a moot issue.

With no further business to discuss, Representative Berube motioned to adjourn the meeting at 8:45 p.m. Representative Knowles seconded the motion and it was approved unanimously.

Respectfully submitted,

Anne Grassie, Clerk  
Strafford County Delegation

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## DIRECTORY

### ADMINISTRATION

**William A. Grimes** **Strafford County Justice & Administration Building**  
PO Box 799, 259 County Farm Road  
Dover, New Hampshire 03820

Commissioners Office .....	742-1458
Community Action Program .....	749-1334
County Attorney .....	749-2808
Court Jester Cafe .....	743-3048
Domestic Violence Unit .....	742-2706
Family/Child Intervention Program .....	742-8078
Finance & Personnel Office .....	742-1458
Human Services Department .....	742-1469
Information & Referral .....	742-8078
New Hampshire Department of Corrections-Field Services .....	742-6621
Registry of Deeds .....	742-1741
Registry of Probate .....	742-2550
Soil Conservation District .....	749-3037
Strafford Academy Program .....	834-6198
Superior Court .....	742-3065
UNH/Strafford County Cooperative Extension .....	749-4445

**Strafford County Sheriff's Office  
& Dispatch Center**

PO Box 1218, 259 County Farm Road  
Dover, New Hampshire 03820 .....742-4960

**Strafford County House of Corrections/Jail**

266 County Farm Road  
Dover, New Hampshire 03820 .....742-3310

**Strafford County Riverside Rest Home**

276 County Farm Road  
Dover, New Hampshire 03820 .....742-1348

# STRAFFORD COUNTY 2005 ANNUAL REPORT

## STRAFFORD COUNTY CITIES AND TOWNS

**Barrington** Town Office, 41 Province Lane, Barrington, NH 03825  
Phone ..... 664-9007 ..... Website ..... [www.barrington.nh.gov](http://www.barrington.nh.gov)

**Dover** City Hall, 288 Central Avenue, Dover, NH 03820  
Phone ..... 516-6000 ..... Website ..... [www.ci.dover.nh.us](http://www.ci.dover.nh.us)

**Durham** Town Office, 15 Newmarket Road, Durham, NH 03824  
Phone ..... 868-5571 ..... Website ..... [www.ci.durham.nh.us](http://www.ci.durham.nh.us)

**Farmington** Town Office, 356 Main Street, Farmington, NH 03835  
Phone ..... 755-2208 ..... E-mail ..... [townfarm@worldpath.net](mailto:townfarm@worldpath.net)

**Lee** Town Office, Seven Mast Road, Lee, NH 03824  
Phone ..... 659-5414 ..... Website ..... [www.leenh.org](http://www.leenh.org)

**Madbury** Town Office, 13 Town Hall Road, Madbury, NH 03820  
Phone ..... 742-5131 ..... Website ..... [www.townofmadbury.com](http://www.townofmadbury.com)

**Middleton** Town Office, 182 Kings Highway, Middleton, NH 03887  
Phone ..... 473-2261 ..... Website ..... [www.middletonnh.org](http://www.middletonnh.org)

**Milton** Town Office, Main Street, Box 310, Milton, NH 03851  
Phone ..... 652-4501 ..... Website ..... [www.miltonnh-us.com](http://www.miltonnh-us.com)

**New Durham** Town Office, PO Box 207, New Durham, NH 03855  
Phone ..... 859-2091 ..... Website ..... [www.worldpath.net/~ndurham](http://www.worldpath.net/~ndurham)

**Rochester** City Hall, 31 Wakefield Street, Rochester, NH 03867  
Phone ..... 332-1167 ..... Website ..... [www.rochesternh.net](http://www.rochesternh.net)

**Rollinsford** Town Office, PO Box 309, Rollinsford, NH 03869  
Phone ..... 742-2510

**Somersworth** City Hall, One Government Way, Somersworth, NH 03878  
Phone ..... 692-4262 ..... Website ..... [www.somersworth.com](http://www.somersworth.com)

**Strafford** Town Office, Box 23, Ctr. Strafford, NH 03815  
Phone ..... 664-2192







